



## SALEM RESIDENT STATE TROOPER

270 Hartford Road  
Salem, Connecticut 06420  
(860) 859-2507



**TFC. Ben Duffy**  
Resident State Trooper

**TPR. Kevin Crosby**  
Resident State Trooper

### **Pistol Permit Process**

1. Completely read these instructions, **fill out the application**, and have it **NOTARIZED**. Obtain an application at the Resident Troopers office or via the police section of the Town of Salem web site.
2. You can contact the Resident Trooper office at (860) 859-2507 to set up an appointment. The completed package **MUST** include the following:
  - The completed pistol permit application (check box on type of permit requested)
  - Firearms safety course certificate taught by an NRA or state approved instructor with your name on it.
  - Proof you are legally and lawfully in the U.S. (certified copy of birth certificate or U.S. passport or documentation issued by I.C.E.)
  - Copy of proof of valid state issued photo identification card (i.e. license)
  - If you were a member of the U.S. Armed Forces, please include a copy of your DD-214.
  - Review, sign & date FBI Privacy Act Statement and Noncriminal Justice Applicant's Privacy Rights
3. **Fingerprinting will be completed digitally at Troop K, located at 15a Old Hartford Road, Colchester, CT 06415 at 7:00 AM, 3:00 PM and 11:00 PM daily, including weekends. Prior to arriving for fingerprinting, applicants must complete an online application (separate from the hard copy pistol permit application attached) at ([ct.flexcheck.us.idemia.io](http://ct.flexcheck.us.idemia.io)). The application will require a service code. The service code will identify you as a Salem resident applying for a pistol permit. The service code for Salem is provided upon submitting a completed application (Step 2). Payment for fingerprints will be completed online. (Checks for \$75 and \$13.25 are no longer required) Once completed, the system will assign an applicant tracking number. Print this tracking number and bring it with you to Troop K.**
4. You should be notified within 8 weeks regarding the status of your application. If the application is approved you will be issued a Temporary State Permit. **The cost of this permit is \$70 (cash, check or money order) made payable to Town of Salem. That cost is paid at the time of issuance.**
5. The Temporary State Permit is good for 60 days.