

Norwood Police Department

- Records Division -

137 Nahatan Street
Norwood, Massachusetts 02062

(781) 440-5130
Fax: (781) 440-5120

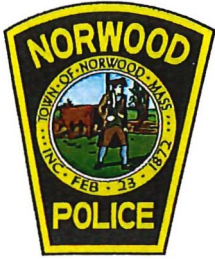
TO ALL LTC/FID, NEW OR RENEWAL APPLICANTS:

- 1) The application must be filled out entirely, correctly, and legibly.
- 2) If you are applying for a new LTC, you must first complete a state certified, handgun safety course. You will be required to submit two (2) letters of reference. (Signed originals only, no copies or Emails). The above documents must be presented at the time of your appointment or prior to it, or your application *will not be processed.*
- 3) If you are applying for a new FID (except a chemical propellant / mace only card), you *must* first complete a state certified hunter safety course.
- 4) Regarding application question number 4:
The key word is “appeared”. Regardless of whether you were arrested, if you had to appear in court for any criminal matter then you must list it. Juvenile appearances are included as well. Having been arrested or convicted of a crime does not necessarily preclude you from having a firearms license. Not listing all of your court appearances on your application does. You are signing your application under the penalties of perjury.
- 5) The application fee for any type of license is **NON-REFUNDABLE** and must be paid in full at the time of your appointment. (Personal check or money order only, made payable to “The Town of Norwood”)
- 6) Once the required steps listed above are completed, *contact the Records Division for an appointment* to continue the application process.

For questions and further information regarding the application or other firearms related issues contact the Norwood Police Department Records Division or:

The Executive Office of Public Safety and Security
Department of Criminal Justice Information Services
Firearms Records Bureau
Tel: (617) 660-4782

Web Site: <http://www.mass.gov/eopss/agencies/dcjis/>



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Frequently Asked Questions Regarding Firearms & Licensing

Licensing

Q. I am a resident of Massachusetts. How do I obtain a firearms license?

A. A license to carry (LTC) issued pursuant to G.L. c. 140, §131 or a firearms identification card (FID) issued pursuant to G.L. c. 140, §129B may be obtained from the police department where you reside or have a place of business (your licensing authority). Applications for a LTC or FID are available under "Firearms Forms and Applications".

A LTC Class A entitles the holder to possess a large capacity firearm (pistol or revolver), rifle or shotgun. (See G.L. c. 140§121 for the definition of large capacity). A LTC Class B entitles the holder to possess a non-large capacity firearm or large capacity rifle or shotgun. A FID entitles the holder to possess non-large capacity rifles and shotguns.

There is a \$100 application fee for a LTC or FID. As part of the application process, an applicant must submit fingerprints for a comprehensive background check and, if a new applicant, provide proof of completion of a basic firearm safety course pursuant to G.L. c. 140, §131P.

Q: Is a license required to possess an air gun (i.e. bb or pellet guns, so-called air rifles or air pistols, paint ball guns) or ammunition therefore (i.e. bb's, pellets, CO2 cartridges, paint balls)?

A: An FID Card is not required to possess an air gun in Massachusetts. Air guns are regulated by [M.G.L. c. 269§12B](#) which limits their use by minors who are not accompanied by an adult, holding a sporting or hunting license, or holding a permit from the chief of police. Massachusetts law also prohibits anyone from discharging air rifles from across streets, alleys, public ways or railroads or railway right of ways. It should also be noted that an FID Card or an LTC are not required to purchase an air gun or ammunition. As such, the state FA10 form should not be used to record the sale of such air guns.

Q: Can a nonresident obtain a permit to carry a weapon in Massachusetts?

A: M.G.L. c. 140§131F allows the Colonel of the State Police or his designee to issue a temporary LTC to nonresidents or persons not falling within the jurisdiction of a local licensing authority. Currently, the Firearms Record Bureau (FRB) has been designated to issue permits to nonresidents. The phone number of the FRB is (617) 660-4780.

Q: Do I need an FID Card or an LTC Firearms to possess a gun in my home?

A: Yes. At a minimum you need an FID Card for non-large capacity rifles and shotguns. For handguns you need either an LTC,, or an FID Card combined with a Permit to Purchase firearms for the particular handgun in question.

Q: Should a valid holder of an LTC renew their FID Card based upon notification from the Criminal History Systems Board that the FID card is about to expire?

A: Not necessarily. An individual with an LTC is not required to maintain an FID Card also, although an individual may hold both. An LTC permits the holder to possess any weapon which would be allowed with an FID Card, as well as additional weapons depending on the Class of License.

Q: Where do I apply for a License to Carry (LTC) or a Firearms Identification (FID) Card?

A: Generally, application is made to the local police department where the applicant resides or has a place of business. For more specific information on FIDs refer to M.G.L. c. 140§129B, or for LTCs refer to M.G.L. c. 140§131(d)

Address Change

Q: I am changing my address. Who do I notify?

A: Under M.G.L. c. 140§129B(10), and M.G.L. c. 140§131(1), a holder of an FID Card or an LTC must notify, in writing, the licensing authority that issued the Card or License, the chief of police into whose jurisdiction the Card or License holder moves, and the Commissioner of the DCJIS. The notice must be made by certified mail within 30 days of its occurrence.

Purchasing and Selling

Q: How many guns a year can a person sell without being a dealer?

A: Under [M.G.L. c. 140§128A](#), a properly licensed resident who is not a dealer may sell up to four guns in any one calendar year through a private transfer of ownership.

Q: Should a special form be used when selling guns through a private sale?

A: The state form required for private sales is an FA10 Form. The FA10 replaced what was known as the "Blue Card" previously used for private sales. This is essentially the same form used by dealers except that instructions are included with each private sale form. This form can be obtained from any police department. The seller must fill out the form and forward it to the Firearms Record Bureau (FRB) within seven days of the transaction.

Q: Do weapons purchased by Massachusetts residents while in another state have to be reported in Massachusetts?

A: [M.G.L. c. 140§128B](#), residents who purchase from someone other than a Massachusetts dealer, either within or outside the Commonwealth, must report the purchase within seven days to the FRB. The FA10 form, which can be obtained from any police department, is the simplest way to make such a report.

Q: Can a Massachusetts resident sell a gun without being a licensed dealer?

A: Yes. Under [M.G.L. c. 140§128A](#), a Massachusetts resident may sell a gun provided that he lawfully possesses it with an appropriate FID Card or LTC, or is otherwise exempt, and that the person buying the gun is also properly licensed with the appropriate FID Card or LTC (depending on the type of gun being bought).

Safety Locks

Q: Should all weapons sold within the Commonwealth be equipped with a safety lock?

A: [M.G.L. c. 140§131K](#) states that all sales of firearms and large capacity weapons in Massachusetts MUST include a safety device approved by the colonel of state police. This requirement applies to any seller including a wholesaler. The seller is not required to install the device so long as the weapon is accompanied by it. Failure to comply with this provision will constitute a breach of warranty and an unfair trade practice. This section does not apply to non-large capacity rifles and shotguns.

Q: If an individual buys a handgun or large capacity rifle or shotgun from a dealer, can he supply his own trigger lock to avoid paying for a new one from the dealer?

A: No. [M.G.L. c. 140§131K](#) states that a state approved safety device must be sold with the weapon. This places the burden on the dealer to provide the safety device and does not allow the dealer an option of letting the purchaser provide a trigger lock.

Q: Are state-approved trigger locks required any time a trigger lock is used?

A: No. State-approved trigger locks are only required under the provisions of [M.G.L. c. 140§131K](#) which applies to dealers who provide them with handguns and large capacity rifles and shotguns that they sell. State-approved trigger locks are not required in any other section of chapter 140. However, most common trigger locks that would be used to help the gun owner comply with section [131L](#) are likely to be state approved even though that approval is not required.

Transporting Firearms

Q: How do I transport a gun in my vehicle?

A: A person with a Class "A" LTC may transport a handgun loaded or unloaded on his person or under his direct control in the vehicle. If the handgun is not under his direct control, it must be unloaded and in a locked case, locked trunk or other secure container.

A person with a Class "B" LTC must transport handguns unloaded and in a locked case, locked trunk or other secure container. All persons transporting large capacity rifles and shotguns must transport them unloaded and in a locked case, locked trunk or other secure container. Trigger locks do not meet the requirements of securing a weapon during transport in motor vehicle. For more specific information see [M.G.L. c. 140§131C](#).

Q: Do I need to lock my non-large capacity rifles and shotguns in a case while transporting them in a vehicle?

A: No. They must be transported unloaded, but are not required to be in a locked case while transporting.

Q: Can I leave my gun in my car if I need to go into the store on my way home from the range or from hunting?

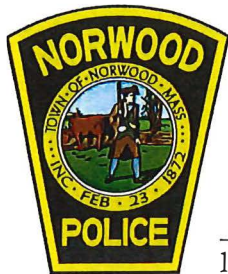
A: If your handgun or large capacity rifle or shotgun is transported in accordance with the provisions of [M.G.L. c. 140§131C](#) (i.e. unloaded and in a locked case, locked trunk or other secure container) then the gun may be left unattended in the vehicle. Weapons transported in this manner will automatically be considered "stored or kept" in compliance with the safe storage requirements of [§131L](#).

A person leaving a non-large capacity rifle or shotgun in an unattended vehicle is required to lock the rifle or shotgun in a case/container or in the trunk, or install a mechanical locking device on the weapon (i.e. cable or trigger lock).

Restraining Orders

Q: Can an individual who is the subject of a restraining order, seek to have the judge remove the surrender portion of the restraining order with regards to weapons permits so that he/she can possess a weapon?

A: Previously, the surrender order could be lifted by the judge, pursuant to [M.G.L. c. 209A§3C](#), and guns and permits could be returned even though the restraining order remained in effect. Under recent changes in [M.G.L. c. 140§129B](#) and [131](#), the suspension and surrender of a defendant's FID Card or LTC must continue as long as the underlying restraining order is in effect.



NORWOOD POLICE DEPARTMENT

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Norwood, Massachusetts 02062

(781) 440-5130
Fax: (781) 440-5120

Local NRA Instructors

Curt Holzendorf
(617) 356-7620

Nicholas V. Gulla
(781) 762-8027

Lynne Roberts
781-799-8156

William Stanney
wstanney@verizon.net

Robert E. Lynch
(781) 893-2461

James E. Malia
(781)-769-2384

Steven McNamara
(781)-326-0239

Rich Johnson
(617)-418-0124

Gun Clubs / Sporting Associations Which Can Provide Instruction or Information:

Norwood Sportsman's Assoc.
550 Nichols Street
Norwood, MA
(781) 762-2013

Hopkinton Sportsmen's Assoc.
95 Lumber Street
Hopkinton, MA
(508) 435-3838

Walpole Sportsman's Club
499 Lincoln Road
Walpole, MA
(508) 660-3001
(508) 668-6919

Fin, Fur, Feather Sportsman Club
100 Larch Rd. P.O. Box 272
Millis, MA (508) 376-2977

Gun Owners' Action League
361 W. Main St. PO Box 567
Northboro, MA 01532
Ph: 508-393-5333
Fax: 508-393-5222

Competition Specialties, Inc
Wrentham, MA
(508) 876-9270
www.CompetitionSpecialties.com

These organizations and individuals are not affiliated with the Norwood Police Department..



THE COMMONWEALTH OF MASSACHUSETTS
 EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY
 Department of Criminal Justice Information Services

200 Arlington Street, Suite 2200, Chelsea, MA 02150
 TEL: 617 660-4600 | TTY: 617-660-4606 | mass.gov/cjis

PD USE ONLY

FTN: _____

LIC #: _____

**Submit this form and direct any questions to
 your local police department**

MASSACHUSETTS RESIDENT LTC/FID/MACHINE GUN APPLICATION
 FOR NEW/RENEWAL OF A FIREARMS IDENTIFICATION CARD OR LICENSE TO CARRY
 FIREARMS OR LICENSE TO POSSESS A MACHINE GUN (M.G.L. c. 140, §§ 129B, 131)

CHECK ONE:

New Applicant*

Renewal - Most Recent License to Carry/FID Number: _____

*NOTE: If application is for a first firearms identification card or license to carry firearms, a copy of the Firearms Safety Certificate or Hunter Safety Course Certificate must be attached, unless exempt by statute. If this is a renewal application, a lost/stolen firearms affidavit must be submitted.

LICENSE APPLICATION TYPE (Check Only One):

- Firearms Identification Card - Restricted (self-defense spray)
- Firearms Identification Card
- License to Carry
- License to Possess a Machine Gun
- Gun Club License (Only the Colonel of the State Police can issue a club license)

EXCEPT FOR SIGNATURE, PRINT OR TYPE ALL REQUESTED INFORMATION:

Last Name	First Name	Middle Name	Suffix
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Residential Address	City	State	Zip Code	Telephone Number
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Mailing Address	City	State	Zip Code	Telephone Number
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Date of Birth	Place of Birth (City, State, Country)
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Mother's First Name	Mother's Maiden Name	Father's First Name	Father's Last Name
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Height	Weight	Build	Complexion	Hair Color	Eye Color
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Occupation	Social Security Number	Drivers License Number
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Employed By	Business Address
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City/Town	State	Zip	Telephone Number
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ANSWER THE FOLLOWING QUESTIONS COMPLETELY AND ACCURATELY:

1. Are you a citizen of the United States? YES NO
- If lawful permanent resident alien, give green card number and resident date _____
Green Card Number Resident Since (date)
- If naturalized, give date, place and naturalization number _____
Date Place Naturalization No.
2. Have you ever renounced your U.S. citizenship? YES NO
3. What is your age? _____ (You must be 21 to apply for a LTC, 18 to apply for a FID card, or 14 to 17 with submission of a certificate of parent or guardian granting permission to apply for a FID card or FID card-- Restricted).
4. Have you ever been arrested or appeared in court as a defendant for any criminal offense? YES NO
5. Are you the subject of any pending criminal charges? YES NO
6. Have you ever been convicted of a felony? YES NO
7. Have you ever been convicted of the unlawful use, possession, or sale of controlled substances as defined in M.G.L. c. 94C, § 17? YES NO
8. Have you ever been convicted of a violent crime or a crime of domestic violence? YES NO
9. Have you ever been convicted as an adult or adjudicated a youthful offender or delinquent child in any state or federal jurisdiction? YES NO
10. Are you now, or have you ever been the subject of a restraining order issued pursuant to M.G.L. c. 209A, or a similar order issued by another jurisdiction? YES NO
11. Are you currently the subject of any outstanding arrest warrant in any state or federal jurisdiction? YES NO
12. Have you ever been committed to any hospital or institution for mental illness, or alcohol or substance abuse? YES NO
13. Has any firearms license issued under the laws of any state or territory ever been suspended, revoked, or denied? YES NO
14. Have you been discharged from the armed forces of the United States under dishonorable conditions? YES NO
15. Have you been the subject of an order of the probate court appointing a guardian or conservator? YES NO

If you answered "YES" to any of the questions 2-15, give details which must include dates, circumstances and location; use a separate sheet of paper if necessary.

Have you ever used or been known by another name? YES NO

If "YES", provide name and explain: _____

Other than Massachusetts, in what state(s), territory(ies), or jurisdiction(s) have you lived? NONE

Have you ever held a firearms license in any other state, territory or jurisdiction? YES NO

If "YES", when, where, and license number? _____

List the name and addresses of two references (as required by your licensing authority)

1. _____
Last Name First Name
_____ Address City/Town State Zip

2. _____
Last Name First Name
_____ Address City/Town State Zip

Reason(s) for requesting the issuance of a card or license:

Unrestricted Target & Hunting Sporting Employment

Use lines below to indicate the reason(s) you are requesting the license; use a separate sheet of paper if necessary)

WARNING Any person who knowingly files an application containing false information shall be punished by a fine of not less than \$500 nor more than \$1,000 or by imprisonment for not less than 6 months nor more than 2 years in a house of correction, or by both such fine and imprisonment (M.G.L.c.140, §§ 129B(8), 131(h)).

I declare the above facts are true and complete to the best of my knowledge and belief and I understand that any false answer(s) will be just cause for denial or revocation of my license to carry firearms. I understand that filing an application that contains false information is a criminal offense.

Signed under the penalties of perjury this _____ day of _____ month _____ year

Signature of Applicant: _____



IMPORTANT NOTICE



March 2015

Dear Massachusetts Firearms License Applicant:

In August of 2014, Chapter 284 of the Acts of 2014 was signed into law. This action amended the Massachusetts gun law and made changes to many of the law's provisions.

One of the changes made by the new gun legislation was the requirement that the Massachusetts Department of Criminal Justice Information Services (DCJIS) create a "Massachusetts Gun Portal." The purpose of this Gun Portal is to allow individual firearms licensees and gun owners to report the personal sale, transfer, and surrender of firearms to the DCJIS via the internet. The goals of this provision were (1) to provide an easy, safe, electronic method for licensees to report firearms sales, transfers, and surrenders and, therefore, comply with the reporting requirements of the gun law, and (2) to speed the entry of gun sale, transfer, and surrender data into the Massachusetts Instant Record Check System (MIRCS) database. The new gun law requires the Gun Portal to be operational by March 15, 2015.

As a result of the above, the DCJIS will implement the Massachusetts Gun Transaction Portal on Sunday, March 15, 2015. The portal will be available at <https://mircs.chs.state.ma.us/fa10>. Once implemented, all Massachusetts firearms licensees and gun owners will be required to report all personal sales, transfers, and surrenders of firearms to the DCJIS via the new Portal. Paper FA-10 forms will no longer be accepted by the DCJIS for these transactions and will be returned to the submitting individual.

Should you have any questions about the changes identified in this communication, please contact the DCJIS Firearms Records Bureau at 617.660.4782.

Respectfully,

DCJIS Firearms Records Bureau





IMPORTANT NOTICE



Massachusetts law now requires all firearms license holders and gun owners to report all personal sales, transfers, and surrenders of firearms through the Massachusetts Gun Transaction Portal. Paper FA-10 forms will no longer be accepted for the above purposes.

The Portal is available via the internet at <https://mircs.chs.state.ma.us/fa10>.

Questions about the new Portal should be directed to the Massachusetts Department of Criminal Justice Information Services at frb@state.ma.us or at 617.660.4782.

IMPORTANT NOTICE

