

**When completing a “Pistol Permit /Eligibility Certificate Application” for the
Town of Manchester, read the entire application carefully.**

Common errors/omissions below:

Page 1 - **60 Day Temporary State Pistol Permit**

(This section must be checked, nothing else. We do not issue non-resident state pistol permits or eligibility certificates).

Money orders or Bank checks accepted for applications completed in ink (no personal checks / no cash). Online applications will require a printed signed and notarized copy with all fees paid prior to fingerprint appointment and submission of application.

Page 2- **Last Name (Last name goes in top boxes)**

First Name (First name goes in lower boxes)

Any other names, nicknames, maiden names, aliases must be listed.

Race: Indicate one of the following codes:

White American Indian or Alaskan Native

Black Asian or Pacific Islander

Unknown Other

(Records for Hispanics should be entered with the race code most closely representing the individual.) **All** sections that apply must be completed (i.e. Alien Reg. number, Driver’s License, Phone numbers, etc.).

Page 3- **Medical History** - must be completed.

Criminal History -all areas must be completed (When in doubt fill it out! We will find it anyway and the **failure to disclose** any criminal history **will result in denial** of your application).

Military History – you must supply DD-214 if you were ever discharged from the military under any condition.

Page 4 - **NRA/ DEEP/ Other class** - must be checked off and Instructor information completed.

Must be **signed and notarized** after completing all other sections.

The **original, notarized application** must be turned into the Manchester Police Department, along with **copies** of all supporting documents. Do not submit original supporting documents as you will not get them back.