

## INSTRUCTIONS FOR FIREARM LICENSES AND F.I.D. CARDS

**APPLICATION PROCEDURE** - All applicants must be a resident of Saugus or the owner of a business located in Saugus. **Proof of residency and Proper Identification Required.** Two (2) different home utility bills (originals) may establish proof of residency not more than a month old, or a Town of Saugus tax bill (no rent receipts). Proper Identification is a Massachusetts Driver's License. You must also submit a **Birth Certificate**, or have a copy of your naturalization certificate, if you were born in another country. All applicants for a Class A License to Carry a Firearm must be 21 years of age or older. All applicants for a Firearms Identification Card must be 15 years of age or older. All applicants who are 15 years of age, but less than 18 years of age, must submit with the application a certificate from his or her parent or guardian granting the applicant permission to apply for a Firearm Identification Card.

**APPLICATION PROCESSING** - You may submit your application, be fingerprinted and photographed **by appointment only.** Please contact Lieutenant Coogan @ 781-941-1127.

**COST**- Licenses have a **\$100.00** application fee. The fee can only be paid by a check or money order made payable to the Town of Saugus. **This fee is non-refundable.** There is no charge for persons over age 70.

**TRAINING CERTIFICATES**- Each new applicant for a Class A License to Carry must submit a certificate or proof showing that they have completed a Basic Firearms Safety Course. The instructor must be Mass. State Police certified. If you are renewing your license and we have your certificate on file you will not need to resubmit your certificate.

Pepper spray and chemical self-defense no longer requires any type of certificate, if you are over the age of 18. Any person between the ages of 15 through 17 years of age does require that they apply for a F.I.D.

**FINGERPRINTS** - On the day that you come in for fingerprinting you must bring your completed application, original training certificate (if required), your application fee (no cash accepted), proper identification, proof of residency, birth certificate or naturalization certificate, if applicable.

(TURN OVER)

## LICENSE CLASSIFICATIONS

**CLASS "A" LICENSE TO CARRY A FIREARM**- authorizes the possession and carrying of large capacity firearms, rifles, shotguns, and feeding devices. (A weapon is large capacity if it is a semiautomatic and has or is able to accept a feeding device of more than ten rounds of ammunition or more than five shotgun shells or is an assault weapon) **PLEASE NOTE THAT ONLY A CLASS "A" LICENSE TO CARRY ENTITLES YOU TO CARRY A CONCEALED AND LOADED WEAPON!!!**

**NON-RESTRICTED FIREARMS IDENTIFICATION CARD** - Authorizes the possession in a home or place of business of a non-large capacity firearm, rifle or shotgun and ammunition.

## LOCAL NORTH SHORE AREA FIREARMS COURSES

### You may take any Massachusetts State Certified Course.

- Jerry Gallo On Target Firearms Training, Peabody (617) 593-7475
- Daniel Donahue, Jr., Saugus (781) 233-8536
- Ronald Witten, Saugus (781) 316-5740
- Danvers Fish & Game Club (978) 774-0863
- Practical Defense – [practicaldefenseft.com](http://practicaldefenseft.com)
- Andrew Resse & Steven Bruno (978) 589-9911 or (781) 233-8536
- Timothy Ready, Salem (978) 745-1421
- Christopher Chigas, North Shore (800) 977-0427
- Mystic Valley Gun Club, Malden (781) 322-7894
- Snider & D'Amato, Malden (781) 321-3202
- Andover Sportsmen's Club (978) 745-7533
- Eastern Revolver & Rifle (781) 599-9882
- Thomas Cheffro, Boston Firearms, Revere, (781) 284-6677
- Michael Pelonzi,, Hamilton Rod & Gun, (978) 815-6989 or [hwr.org](http://hwr.org)
- Paul Ferrazani (617) 605-6328 or [www.firearmsafetyacademy.com](http://www.firearmsafetyacademy.com)
- Ruthanne Davis, [ruthannedavis@gmail.com](mailto:ruthannedavis@gmail.com) (508) 494-0821
- Steven Hathaway, Mass Firearms School, Holliston (800) 308-6212
- Thomas Deon, Saugus (781) 231-1230
- Saul Limardo, Saugus (781) 233-0004
- Justin Testa, North Shore Firearms Academy (781) 284-6465

Do not provide partially true, or untruthful and false information when answering the questions on the application!!!

**Attention!!! Attention!!! Attention!!! Attention!!!**

**Please do not waste your time or money.**

**Have you ever been arrested? Have you ever appeared in court? Have you ever been charged with any crime? Have you had any mental health, drug addiction or habitual drunkenness issues? Have you ever been the defendant in a 209A?**

**If the answer to these questions is yes, and you have not answered truthfully on your application, you have just wasted your time and application fee.**

**Please answer questions one through fourteen completely!!!!**

**If you are unsure of your criminal record, you can request a copy by going online to the [mass.gov](http://mass.gov) website. False information on the application will result in the denial of your LTC or FID.**



**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  
mass.gov/cjis | TTY: 617-660-4606

PD USE ONLY	
FTN:	_____
LIC #:	_____

**\*You must submit this form 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 (Optional)	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)
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If naturalized, give date, place  
and naturalization number

	Date	Place	Naturalization No.
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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  
4. submission of a certificate of parent or guardian granting permission to apply for a FID card or FID card – Restricted).

5. Have you ever been arrested or appeared in court as a defendant for any criminal offense?  YES  NO

6. Are you the subject of any pending criminal charges?  YES  NO

7. Have you ever been convicted of a felony?  YES  NO

8. Have you ever been convicted of the unlawful use, possession, or sale of controlled substances  
as defined in M.G.L. c. 94C, § 1?  YES  NO

9. Have you ever been convicted of a violent crime or a crime of domestic violence?  YES  NO

10. Have you ever been convicted as an adult or adjudicated a youthful offender or delinquent child  
in any state or federal jurisdiction?  YES  NO

11. 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

12. Are you currently the subject of any outstanding arrest warrant in any state or federal jurisdiction?  YES  NO

13. 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.**

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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:**

Target & Hunting    
  Sporting    
  Employment    
  Unrestricted (use lines below to indicate the reason(s) you are requesting an unrestricted LTC; 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: \_\_\_\_\_

Massachusetts License to Carry (LTC)/Firearms Identification Card (FID) Affidavit

Complete this form **only** if you are **renewing** your firearms license.

License Holder Name: \_\_\_\_\_

Current LTC or FID card Number: \_\_\_\_\_

*Please select one:*

A.  (No firearm(s) lost or stolen since previous issuance of LTC or FID card)

1. I am renewing a Massachusetts firearms identification (FID) card or license to carry (LTC) firearms.

2. I have not lost one or more firearms or had any firearms stolen since the renewal or issuance of my last FID card or LTC.

**OR**

B.  (Firearm(s) reported lost or stolen since previous issuance of LTC or FID card)

1. I am renewing a Massachusetts firearms identification (FID) card or license to carry (LTC) firearms.

2. I have lost one or more firearms or have reported stolen one or more firearms since the renewal or issuance of my last FID card or LTC.

*List all lost or stolen firearms below; use additional sheets as necessary.*

Lost or Stolen	Date Reported Lost or Stolen	Reported to (Police Dept.)	Type	Make	Model	Serial Number	Case Number

The above information is true and accurate to the best of my knowledge and belief.

**SIGNED UNDER THE PENALTIES OF PERJURY:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_