



Massachusetts Department of Criminal Justice Information Services

Firearms Records Bureau

200 Arlington Street, Suite 2200

Chelsea, MA 02150

TEL: 617-660-4782 | mass.gov/cjis

Application for Non-Resident Temporary License to Carry Firearms – IMPORTANT INFORMATION

All firearms licenses in Massachusetts are issued through the Massachusetts Instant Record Check System (MIRCS). MIRCS is a computer-based application used to manage, process, and monitor firearms licensing statewide.

Every applicant is required to appear in-person at the Firearms Records Bureau (FRB) for the first non-resident license to carry (LTC) application.

Renewals will be processed solely by mail, and **you will still need to renew your LTC annually**. However, subsequent in-person appearances may be required at the discretion of the FRB. If required, you will receive an appointment notice by mail or email with your scheduled date and time to appear at this office. Appointments will be scheduled in the order that completed applications are received.

FRB will continue to process fingerprint-based background checks annually as required by statute (MGL c. 140, § 131F) for all new and renewal applications.

Applicants should apply for renewal a minimum of 90 days in advance.

Pay close attention to the application instructions, as a mistake on the application or omission of required documentation will result in a delay in issuance or a denial of the application.

Non-Resident Application Instructions

Non-Refundable Application Fee: \$100.00

Valid: 1 year, unless issued for employment (see #5)

The following items must be received and applications must be complete to be processed:

1. **Fee:** The **non-refundable** application fee is \$100.00. Only bank or postal money orders and certified bank checks made payable to "Commonwealth of Massachusetts" will be accepted as payment. *Cash, personal checks, or business checks are not accepted.*
2. **Firearms Safety Course:** First time applicants must submit a copy of a certificate showing completion of a Massachusetts Basic Firearms Safety Course. ***This course must have been taken with an instructor who is certified by the Colonel of the Massachusetts State Police*** (ask your instructor prior to taking the course if he is certified in Massachusetts).

A current list of acceptable courses and a roster of certified instructors are available by searching here:

<https://www.mass.gov/firearms-services>

A Massachusetts Division of Fisheries and Wildlife hunter education course is a valid substitute for the Firearms Safety Certificate.

A safety course or certificate is **not** required if you

- 1) Held a Massachusetts non-resident LTC or Massachusetts resident LTC on or after June 1, 1998, or
- 2) Are a current member of the United States Military or the Massachusetts National Guard. You must submit a copy of your most current military identification.

3. **Immigration Documentation:**

Permanent residents (green card holders) or those in the United States on a lawful, temporary status: enclose a photocopy of your immigration card or VISA (containing the alien registration number) and passport (containing passport number). *A LTC may ONLY be issued to a non-resident, non-citizen (alien) for the purpose of firearms competition.*

Naturalized citizens: include your alien registration number (ARN) *and* the number on the naturalization certificate (or a copy of your naturalization certificate) or a copy of your US Passport.

4. **Home Address:** All applicants must complete the information for street, city/town, state, and zip code. *P.O. Box numbers are not accepted for residential address.*
5. **Applications Submitted for Employment Purposes, valid for two years:** Military personnel who are stationed within the territorial boundaries of the Commonwealth or persons employed by a bank, public utility corporation, a firm engaged in the business of transferring money, or a firm licensed as a private detective agency may apply for a license which may be valid for two years. To qualify:
 - Military personnel must submit a photocopy of their military ID, and have written consent from their commanding officer.

- Private detective agencies must be licensed in the Commonwealth under the provisions of M.G.L. c. 147, as a private detective agency, guard or patrol. A photocopy of the company's Massachusetts license must accompany the application.
- Persons employed by a bank, public utility corporation, a firm engaged in the business of transferring money, or a firm licensed in Massachusetts as a private detective agency, must have the application endorsed by his/her employer by submitting a letter from their employer *on company letterhead* indicating his or her current employment.

6. **Self-addressed, stamped envelope:** Used to mail the completed license.

Applications must be complete and accurate
Inaccurate or false information will result in a denial of the application

Mail the completed package to:

**Massachusetts Department of Criminal Justice Information Services
Firearms Records Bureau
200 Arlington Street
Chelsea, MA 02150**

Important:

- All applications are processed through the mail; walk-in service is *not* available.
- If you are a first-time or renewal applicant that requires an in-person appearance, you will be contacted by mail or email within 2-3 weeks of receipt of your application with your scheduled appointment date.
- If you are a renewal applicant and do not require an in-person appearance, your application will be processed solely through the mail.
- A LTC may **ONLY** be issued to a non-resident, non-citizen (alien) for the purpose of firearms competition.



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FRB USE ONLY	
FTN:	_____
LIC #:	_____

MASSACHUSETTS NON-RESIDENT TEMPORARY LICENSE TO CARRY FIREARMS APPLICATION

(M.G.L.c. 140, § 131F)

CHECK ONE:

- New Applicant (you must attach a copy of your Massachusetts Basic Firearms Safety Course certificate or previous Massachusetts LTC or FID)
- Renewal - Previous License to Carry Number: _____

IF AN IN-PERSON APPEARANCE IS REQUIRED, PLEASE INDICATE IF YOU WOULD LIKE YOUR APPOINTMENT DATE EMAILED:

- YES (email address): _____
- NO (you will receive a notice in the mail)

IMPORTANT:

- A LTC may ONLY be issued to a lawful permanent resident (green card holder) residing outside of Massachusetts for the purpose of firearms competition.

EXCEPT FOR SIGNATURE, PRINT OR TYPE ALL REQUESTED INFORMATION:

_____	_____	_____	_____
Last Name	First Name	Middle Name	Suffix

_____	_____	_____	_____	_____
Residential Address	City	State	Zip Code	Telephone Number

_____	_____	_____	_____	_____
Mailing Address	City	State	Zip Code	Telephone Number

_____	_____
Date of Birth	Place of Birth (City, State, Country)

_____	_____	_____	_____
Mother's First Name	Mother's Maiden Name	Father's First Name	Father's Last Name

_____	_____	_____	_____	_____	_____
Height	Weight	Build	Complexion	Hair Color	Eye Color

_____	_____	_____
Occupation	Social Security Number (Optional)	Drivers License Number

_____	_____
Employed By	Business Address

_____	_____	_____	_____
City/own	State	Zip	Telephone Number

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 Number
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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)

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, § 1? 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 your home state, 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? _____

Please explain why you are requesting a license:

Use lines below to indicate the **detailed** 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 _____
date month year

Signature of Applicant: _____

Employment or Military Use Only:

Signature/Endorsement of Employer or Commanding Officer

Rank or Title

NOTE CHANGE OF ADDRESS REQUIREMENT: FAILURE BY A HOLDER OF A LTC TO NOTIFY THIS OFFICE OF ANY CHANGE IN HIS/HER ADDRESS, BY CERTIFIED MAIL, WITHIN THIRTY (30) DAYS OF ITS OCCURRENCE MAY RESULT IN REVOCATION OR SUSPENSION.