



TOWN OF WILMINGTON
MASSACHUSETTS
POLICE DEPARTMENT
One Adelaide Street
Wilmington, MA 01887



Chief Brian T. Pupa

978-658-5071
FAX 978-658-0035

NOTICE OF CHANGE TO FIREARMS APPLICATION PROCESS

The following instructions apply to all New LTC Permits, New Firearm Identification Cards and Renewals:

- 1.** Be certain to complete the application in full, answering all questions; be sure to include the best phone number to contact you. Once complete please return the application to the Wilmington Police Department by leaving it with the Station Duty Officer. **Please do not leave fee checks when submitting the application, fee will be paid at the time of appointment for both new and renewal licenses.**
- 2.** New Applicants must attach a **copy** of the approved Massachusetts Certified Firearms Safety Course Certificate or their approved Massachusetts Environmental Police Hunter Education Course Certificate. **APPLICATIONS WILL NOT BE PROCESSED UNTIL PROOF OF COURSE COMPLETION IS PROVIDED.**
- 3.** Once the application has been processed, in hand or online, applicants will be contacted to schedule an appointment for fingerprints, photos, and payment.
- 4. Fee Schedule:**
 - \$100.00 for New LTC or FID
 - \$25.00 for New Applicant Restricted FID
 - \$25.00 for New FID for Under Age 18
 - \$100.00 for Renewal of LTC or FID
 - \$25.00 for Police Officers
 - No Fee for Renewals for Over Age 70
- 5.** Fee checks are to be made payable to the Town of Wilmington, and a self-addressed stamped envelope will be due at the time of appointment. The envelope will be used to mail you the license once it is received from the State and activated.

Any questions you may have, please contact Julie Magaldi or Lt. Chris Ahern at 978-658-5071, 8:00 a.m. – 4:00 p.m. Monday – Friday. **No comments will be made by any member of this Department to an applicant unless he/she follows the process as stated above.**

Brian T. Pupa
Chief of Police

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

Guidance Regarding Question #4 on the Application

What “Appeared in Court” Means:

The key word in this question is 'appeared.' This refers to any instance in which you appeared before a court as a defendant, regardless of whether you were arrested. If you appeared in court as a defendant, the correct answer to this question is 'Yes.'

Criminal vs. Civil Traffic Offenses:

Many traffic offenses in Massachusetts are classified as criminal offenses. If you are unsure whether a past traffic violation was criminal or civil, please verify before answering. Minor civil infractions, such as standard speeding tickets handled as civil motor vehicle violations, generally do not need to be listed.

What Must Be Disclosed:

- Adult court cases
- Juvenile court cases
- Cases that were dismissed
- Cases Continued Without a Finding (CWOFF)
- Cases where you were found not guilty

Even if the matter occurred many years ago, it must still be disclosed if you appeared in court as a defendant.

Sealed Records:

If you have a sealed record, please indicate this on your application. Massachusetts firearms licensing laws allow licensing authorities to review sealed records during the background review process.

Importance of Accurate Information:

Appearing in court does not automatically disqualify someone from obtaining an LTC or FID card. However, failing to disclose required information may affect the outcome of your application.

Renewal Applications:

Applicants renewing an LTC or FID card must answer all questions fully and accurately each time an application is submitted, even if the information was disclosed on a prior application.

Applicant Certification

The application is signed under the penalties of perjury. Providing inaccurate or incomplete information may result in denial of the application and could have legal consequences. If you are unsure whether a past matter should be included, it is recommended that you disclose the information or seek clarification before submitting your application.



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

☐ Upgrade from FID to LTC-

Most recent LTC or FID card 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) Under Age 18
☐ 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

Residential Address City State Zip Code Telephone Number

Mailing Address City State Zip Code Cell Phone Number

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

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

Height Weight Build Complexion Hair Color Eye Color
(Small, Medium, Large) (Fair, Light, Medium, Dark, Ruddy)

Occupation Social Security Number Drivers License Number

Employed By Business Address

City/Town 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)

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, § 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 Massachusetts, in what state(s), territory(ies), or jurisdiction(s) have you lived?

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

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: _____

Applicants Email: _____

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

Complete this form and submit with application 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: _____