



Mark Dubois
CHIEF OF POLICE

Town of Braintree

POLICE DEPARTMENT

282 Union Street
Braintree, Massachusetts 02184

Phone: (781) 794-8635
Fax: (781) 794-8698

LTC APPLICATION

Applications for LTC's and LTC Renewals are processed **by appointment only!** Please contact the **Licensing Officer Brendan McLaughlin directly at (781) 794-8762** to schedule an appointment.

All documents below along with a completed application and applicable fee are due at the time of your appointment and **cannot** be dropped off or mailed ahead of time.

First Time Applicant Requirements:

- **Copy of your Massachusetts Driver's License**
- **Copy of your Proof of Residency in Braintree** (Braintree Tax Bill or Excise Tax or Braintree Utility Bill in your name (BELD or Braintree Water or formal lease/rental agreement)
- **Copy of your Birth Certificate or Valid US Passport**
- **Copy of your Basic Safety Course Certificate**
- **Copy of your Green Card or Naturalization Papers (if you were born outside of the U.S.)**
- **Completed Application + \$100 Application Fee (check, money order, bank check) Made out to the Braintree Police Department - NO CASH**

Renewal Applicant Requirements:

- **Copy of your Driver's License and License to Carry**
- **Completed Renewal Application which is 4 pages+\$100 Application Fee (check, money order, bank check) No charge if you are over 70.**

Please pay particular attention to Page 2 of these instructions regarding Question 4 on the application.

Once you have been approved by the State your License to Carry will be mailed to you. **Please note:** This process generally takes **2 months** for both LTC Renewals and First Time Applicants.

License to Carry/Firearm Identification Card

Question #4: Have you ever appeared in any court as a defendant for any criminal or criminal traffic offense? You do not have to put down non-criminal traffic offenses (Key word, appeared not necessarily arrested).

Having been arrested and convicted of a crime does not necessarily prohibit you from getting an LTC or FID. Not putting it down does.

Understand that "ever appeared" includes all adult and juvenile appearances. It does not matter if you were found not guilty or if the charges were dismissed or continued without a finding; you have to put it down. If you do not answer truthfully we will find out, no matter how long ago. If you have a sealed record, let us know. (You do not have to tell us what is in the sealed record) We do get notified of sealed records disqualifiers.

We will NOT accept "I forgot" or "They" told me it would not show up. "It never showed up before" or "That was so long ago"

Make any changes now, remember you are signing under the penalties of perjury and you will be denied a license for that and face court prosecution for perjury.



**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	
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/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?

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 _____ 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: _____