



**POLICE DEPARTMENT**  
*Town of Duxbury*  
*Commonwealth of Massachusetts*



**Chief of Police**  
 Chief of Police

**Michael A. Carbone**  
 Deputy Chief

[www.duxburypolice.org](http://www.duxburypolice.org)

**Firearms Licensing Procedure & Application Instructions**

***Read this application in its ENTIRETY prior to completion.***

Complete the attached application to apply for a new or renewal Firearms Identification Card (FID) or License to Carry Firearms (LTC). Be sure that all questions are answered **completely** and the writing is **legible**.

New Applicants Must Have

- A signed and dated **Firearms Licensing Procedure & Application Instructions**
- A completed and signed **Application**
- A copy of your **Approved Safety Course Certificate**
- A check or money order made payable to the **Town of Duxbury**

Renewal Applicants Must Have

- A signed and dated **Firearms Licensing Procedure & Application Instructions**
- A completed and signed **Application**
- A check or money order made payable to the **Town of Duxbury**

Once you have completed the application and have obtained all the required documents, contact the Firearms Licensing Officer to request an appointment to process your application. The best way to request an appointment is to email [firearms@duxburypolice.org](mailto:firearms@duxburypolice.org). If you don't have access to email, you may leave a voicemail at (781) 934-5656 x1186. Be sure to include your name and best contact phone number (cell preferred).

<b>FEE SCHEDULE</b>	
New or Renewal LTC or FID	\$100
Renewal over 70 years of age	FREE
New FID Restricted under 18	\$25

Telephone: (781) 934-5656  
 Fax: (781) 934-0688

155 MAYFLOWER STREET  
 DUXBURY, MA 02332

**WARNING...** Application Questions #4&5 "Have you ever been arrested or appeared in court as a defendant for any criminal offense?" and "Are you the subject of any pending criminal charges?"

You do not have to disclose NON-CRIMINAL traffic offense hearings; anything else MUST BE DISCLOSED. This question asks for information on COURT APPEARANCES. An arrest and an appearance are not the same thing. The key word is APPEARED, not simply arrested. Many criminal court appearances do not involve a physical arrest. Having been charged and convicted of a crime does not necessarily prohibit you from getting a license; *not answering truthfully will disqualify you*. Understand that EVER APPEARED includes all ADULT AND JUVENILE appearances. It does not matter if you were found "not guilty". If the charges were dismissed, or if you received a continuance without a finding; you MUST DISCLOSE IT. If you do not answer truthfully, our records check will reveal it, no matter how long ago the court appearance may have been. If you have a SEALED RECORD, you must indicate so. We are notified by the state of disqualifiers on a sealed record. We will not accept "I forgot", "they told me it would not show up", or "it never showed up before". *Remember, you are signing this application under the penalties of perjury and you will be denied a license for any untruthful answer and may face court prosecution.*

**WARNING...**

It is a criminal offense in the state of Massachusetts to knowingly supply false or misleading information on an application for Firearms License of FID.

**IMPORTANT...**

"Reason(s) for requesting the issuance of card or license."

The broad term "All Lawful Purposes" is no longer acceptable. Please explain specifically why you are requesting the license. There are many possible reasons to apply for a firearms license, such as: property protection, personal protection, hunting, and target shooting. The "All Lawful Purpose" licenses no longer exist. Licenses are issued by the state as RESTRICTED or NOT RESTRICTED. Those renewing an existing license are not required to provide a reason. In this section of the application, simply write "**renewal**".

- All applicants will have fingerprints and photos taken at DPD; applicants do not provide their own photos.
- After your application has been received it will be reviewed by the firearms licensing officer. After a PRELIMINARY review of your application, you will be called to schedule an appointment with the firearms licensing officer. During this appointment you may be asked to provide clarification or additional information based upon your previously submitted application.

For detailed information on the various classifications of firearms licenses and firearms identification cards, please visit our website, [www.duxburypolice.org](http://www.duxburypolice.org).

I have read and understand the instructions for applying for a firearms license in the Town of Duxbury, Massachusetts.

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

Print Name: \_\_\_\_\_



**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

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	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)

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.**

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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	Phone Number		
Address	City/Town	State	Zip	

2.

Last Name	First Name	Phone Number		
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 of \$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 \_\_\_\_\_ month \_\_\_\_\_ year

Signature of Applicant: \_\_\_\_\_