# APPLICATION FOR IOWA PERMIT TO CARRY WEAPONS

**TYPE OF PERMIT** (*check only one*)

- ☐ Resident Nonprofessional Permit
- ☐ Resident Professional Permit
- ☐ Nonresident Professional Permit
- ☐ County Attorney Permit
- ☐ Attorney General Permit
- ☐ General Assembly Permit
- ☐ Judicial Officer Permit
- ☐ Correctional Officer Permit
- ☐ Reserve Peace Officer Permit
- ☐ Peace Officer Permit Badge # _____

☐ New
☐ Duplicate
☐ Renewal Permit Number _____ Permit Expiration ____/____/____ (Month / Day / Year)

NOTE: *Renewal applications must be received by the issuing officer within 30 days prior to the expiration of the applicant's current permit or within 30 days after expiration of the applicant's prior permit.*

**NAME** _____ **DATE OF BIRTH** ____/____/____
Last First Middle Month Day Year

**SEX** (*circle one*) **MALE** **FEMALE** **SOCIAL SECURITY NUMBER** (*optional*) ___ - ___ - ___

**RESIDENCE ADDRESS** _____
Number Street Apt/Unit # City State Zip Code

**MAILING ADDRESS**
☐ Same as residence address (*skip mailing address section below*)
☐ Different than residence address (*complete mailing address section below*)

**MAILING ADDRESS** _____
Number Street (or PO Box number) Apt/Unit # City State Zip Code

**COUNTRY OF CITIZENSHIP** _____ **IF NOT U.S. CITIZEN: USCIS, ARN, OR I-94 ADMISSION NUMBER** _____

**DRIVER'S LICENSE OR NON-OPERATOR ID #** _____ **DRIVER'S LICENSE OR ID STATE OF ISSUANCE** _____

**PRIMARY PHONE** _____ **ALTERNATE PHONE** (*optional*) _____

**ALIASES** (*list all other names ever used*) _____

**TRAINING**

- ☐ Handgun safety training course utilizing instructor certified by the National Rifle Association
- ☐ Handgun safety training course utilizing instructor certified by a state law enforcement agency
- ☐ Completion of law enforcement agency firearms training course that qualifies a peace officer to carry a firearm
- ☐ Completion of a hunter education program approved by the Natural Resource Commission, if handgun safety training is noted on the certificate of completion
- ☐ Armed forces small arms training (for those released or retired from Active Duty) - requires documentation of honorable discharge OR general discharge under honorable conditions (DD-214, DD-256, NGB-22, or similar)
- ☐ Armed forces small arms training (for those on Active Duty) - requires certificate of completion of basic training or similar
- ☐ Handgun safety training course utilizing instructor certified by an Iowa Department of Public Safety approved training organization

☐ **TRAINING EXEMPT** – Documentation that applicant holds or held an Iowa Permit to Carry Weapons issued on or after 01/01/2011

**PERMIT ELIGIBILITY**

| YES | NO | |
|---|---|---|
| ☐ | ☐ | 1. Do you have charges pending for a felony? |
| ☐ | ☐ | 2. Have you ever been convicted of a felony? |
| ☐ | ☐ | 3. Have you ever been adjudicated delinquent for an offense that would be a felony if committed by an adult? |
| ☐ | ☐ | 4. Have you ever been convicted of an offense involving a firearm or explosive that is classified as a misdemeanor AND is punishable by more than one year of imprisonment (such as an Iowa aggravated misdemeanor)? |
| ☐ | ☐ | 5. Have you been convicted within the previous three years of an aggravated misdemeanor OR serious misdemeanor offense under Iowa Code Ch. 708, including but not limited to assault, intimidation, harassment, hazing, or stalking? |
| ☐ | ☐ | 6. Have you ever been convicted of a misdemeanor crime of domestic violence? |
| ☐ | ☐ | 7. Are you subject to a court order restraining you from harassing, stalking, or threatening your intimate partner, your child, or the child of your intimate partner? |

| YES | NO | | |
|---|---|---|---|
| ☐ | ☐ | 8. | Are you currently on probation for any offense? IF YES list the offense for which you are serving probation: |
| ☐ | ☐ | 9. | Are you a fugitive from justice? |
| ☐ | ☐ | 10. | Have you been dishonorably discharged from the Armed Forces? |
| ☐ | ☐ | 11. | Have you ever renounced your United States citizenship? |
| ☐ | ☐ | 12. | Have you unlawfully used any controlled substance in the previous 12 months? |
| ☐ | ☐ | 13. | Are you currently addicted to the use of alcohol? |
| ☐ | ☐ | 14. | Has a court, board, commission, or other lawful authority ever found you to be a danger to yourself or others? |
| ☐ | ☐ | 15. | Has a court, board, commission, or other lawful authority ever ordered you to receive treatment for mental health reasons, or for other reasons, such as drug abuse? |
| ☐ | ☐ | 16. | Has a court, board, commission, or other lawful authority ever found you to be incompetent to conduct your affairs? |
| ☐ | ☐ | 17. | Have you ever been found incompetent to stand trial for any offense? |
| ☐ | ☐ | 18. | Have you ever been found not guilty by reason of insanity for any offense? |
| ☐ | ☐ | 19. | Are you a citizen of the United States? |

**COMMENTS** *Please provide relevant information about your responses to questions 1-19, such as having been granted a pardon, a special restoration of citizenship with firearms rights, an order granting "Relief from Disabilities," or other relevant information:*

## Authorization for Release

I, (*print name here*) _____, do hereby authorize a review and full disclosure of all records concerning myself, as required by Iowa Code Ch. 724 and Iowa Administrative Code 661—Ch 91, to any duly authorized agent of an Iowa sheriff or the Commissioner of the Iowa Department of Public Safety, whether the said records are of a public, private or confidential nature.

I understand that any information obtained which is developed directly or indirectly, in whole or part, upon this release authorization will be considered in determining my qualification for obtaining a permit to carry weapons in the state of Iowa. I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for providing accurate information, and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information.

I understand that information provided on this form is generally confidential and may be released as provided by law. I certify that all information, including supporting documentation, provided in this application is true and correct, and I understand that I may be convicted of a class "D" felony pursuant to Iowa Code section 724.10(3) if I make what I know to be a false statement of material fact on this application or if I submit what I know to be any materially falsified or forged documentation in connection with this application.

**APPLICANT SIGNATURE** _____ **DATE** ____ / ____ / ____
Month Day Year

## EMPLOYER AUTHORIZATION (required for occupation-related professional permits only)

**EMPLOYER** _____

**ADDRESS** _____
Number Street Suite # City State Zip Code

**NAME OF REPRESENTATIVE OF EMPLOYER** _____
Last First Middle

**EMPLOYMENT JUSTIFICATION** (*e.g. peace officer, armed security, etc.*) _____

**EMPLOYER SIGNATURE** _____ **DATE** ____ / ____ / ____
Month Day Year

## ISSUING OFFICER (Iowa Sheriff or Commissioner of Public Safety)

**APPLICATION** ☐ APPROVED ☐ DENIED **DATE** ____ / ____ / ____
Month Day Year

**IF DENIED, REASON FOR DENIAL** _____

☐ Sheriff of _____ County, Iowa
☐ Commissioner of the Iowa Department of Public Safety **SIGNATURE** _____

**WRITTEN DENIAL NOTICE PROVIDED BY** ☐ Personal Service ☐ Mail **DATE OF NOTICE** ____ / ____ / ____
Month Day Year

# Iowa Department of Public Safety
# Permit to Carry Weapons Information

## 1. Application Process

Any person wanting to apply for an Iowa permit to carry weapons must submit the following at time of application:

☐ **Completed and signed application form.** Application forms are available on the Iowa Department of Public Safety's website. Please be aware some Sheriff's Offices have online applications. Please contact your Sheriff's Office to verify the method by which they accept applications.

The following applications must be submitted to the Sheriff's Office in the applicant's county of residence:

- Resident Nonprofessional Permits
- Resident Professional Permits
- County Attorney Permits
- Attorney General Permits
- Peace Officer Permits (for city and county)
- Reserve Officer Permits (for city and county)

The following applications must be submitted to the Iowa Department of Public Safety:

- Non-resident Professional Permits
- General Assembly Permits
- State of Iowa Correctional Officer Permits
- Judicial Officer Permits
- Professional Permits for state employees (other than Attorney General permits) whose need to go armed is employment based

☐ **Employer Authorization.** All applications for a professional permit to carry must be signed by an appropriate authority confirming the applicant is occupationally eligible. The following permit applications must have the employer authorization section completed:

- Resident Professional Permits
- Non-resident Professional Permits
- County Attorney Permits
- Attorney General Permits
- General Assembly Permits
- Judicial Officer Permits
- Correctional Officer Permits
- Peace Officer Permits
- Reserve Officer Permits

☐ **Proof of training.** Handgun safety training is required for all new Iowa permit applicants that can be satisfied via online or in-person. This is often satisfied by completion of training by the NRA, USCCA, T-M Firearm Training, Concealed Coalition, or by training that is provided by an NRA, USCCA, T-M Firearm Training, or Concealed Coalition certified instructor within 24 months of the application. Other means by which to satisfy the training requirement includes completion of acceptable military training as demonstrated on a DD-214. Iowa's training requirements are listed in Iowa Code chapter 724.9.

☐ **Proof of identification.** Applicants shall provide proof of identification with the permit application. This may include the following:

- A driver's license or nonoperator identification card that contains a photo of the person, issued by the Iowa Department of Transportation.

- A motor vehicle license or nonoperator identification card that contains a photo of the person, issued by a state other than Iowa.

☐ **Proof of residency.** If the permit applicant has not been issued an Iowa driver's license or nonoperator identification card by the Iowa Department of Transportation, proof of residency is required. This may include a residential lease agreement, utility bill, voter registration, tuition receipt for a college or university in Iowa, or other documentation that is acceptable to the officer issuing the permit and that indicates the intent of the person's presence in Iowa is something other than merely transitory in nature.

☐ **Proof of legal/lawful status in the United States.** If applicant is not a United States citizen, proof of legal/lawful status must be submitted with the permit application. Proof of legal/lawful status may be a Permanent Resident Card (i.e. green card), Employment Authorization Card, Visa, and/or I-94 admission number. Alien Registration Number (ARN), U.S. Citizen and Immigration Services (USCIS) number, or I-94 admission number is required for all non-citizens. Non-citizens must provide documentation indicating the person has resided in Iowa for at least 90 consecutive days.

☐ **Fee.** New permit – $50, renewal permit – $25, duplicate permit – $25.

## 2. Permit Eligibility

An applicant must meet and maintain the following requirements:

- Be at least 18 years old for a permit to carry.
- Not be prohibited from purchasing or possessing a handgun by 18 U.S.C. 922. Verification of this requirement requires clearance from the National Instant Criminal Background Check System (NICS) maintained by the Federal Bureau of Investigation (FBI).
- Have not been convicted of a felony in any jurisdiction.
- Have had no convictions in any court of a crime punishable by imprisonment for a term exceeding one year or any state offense classified by the state as a misdemeanor and is punishable by a term of imprisonment exceeding two years.
- Have never been convicted of an offense involving a firearm or explosive that is classified as a misdemeanor AND is punishable by more than one year of imprisonment (such as an Iowa aggravated misdemeanor).
- Have not been convicted within the previous three years of an aggravated misdemeanor OR serious misdemeanor offense under Iowa Code chapter 708, including but not limited to assault, intimidation, harassment, hazing, or stalking.
- Not an unlawful user of, or addicted to, any controlled substance under 21 U.S.C. 802 section 102.
- Not currently under indictment for a crime punishable by imprisonment for a term exceeding one year.
- Have had no convictions in any court of a misdemeanor crime of domestic violence.
- Not subject to a court order that restrains the person from harassing, stalking, or threatening an intimate partner or child of an intimate partner.
- Not currently a fugitive from justice.
- Have not been discharged from the Armed Forces under dishonorable conditions.
- Have not renounced Unites States citizenship.

- Have not been adjudicated mental defective or involuntary committed to a mental institution. This includes being found incompetent to conduct your affairs, findings in a criminal proceeding of "not guilty by reason of insanity" or found "incompetent to stand trial."
- Not currently illegally or unlawfully in the United States.

## 3. Permit Issuance Process

If the application for a permit to carry is complete and all required documentation is submitted, the permit will be issued by the sheriff's office in the applicant's county of residence, or the Iowa Department of Public Safety within 30 days as long as the criminal history reveals no disqualifying information. Nonprofessional permits to carry are valid for 5 years. Resident and non-resident professional permits are valid for 1 year. All other professional permits are non-expiring and are valid for the duration of employment. Once approved, permits take 4-6 weeks to arrive in the mail.

## 4. Renewal of Permits

Current permit holders may apply to renew their nonprofessional or professional permit to carry no earlier than 30 days prior to the expiration of the permit, and no later than 30 days after the expiration of the permit. Renewal applications for a nonprofessional and resident professional permit are submitted to the sheriff's office in the applicant's county of residence. Renewal applications for a non-resident professional permit are submitted to the Iowa Department of Public Safety. After 30 days have passed without applying for a renewal, the permit holder will be required to apply for a new initial permit.

## 5. Change of Name

Permit holders who change their name must apply for a Duplicate permit. Duplicate permit applications are $25 and keep the same expiration date as the current permit. Application materials must be submitted to the sheriff's office in the applicant's county of residence. Applications should be accompanied with a color photocopy of the applicant's driver's license, proof of name change, and $25 fee.

## 6. Change of Address

Permit holders who change their address are not required to update their permit to carry. If the permit holder is interested in using the permit to purchase a firearm, a Federal Firearms Licensee may require an updated permit that matches their driver's license. If the permit holder wishes to obtain a new permit, a Duplicate permit application must be submitted to the sheriff's office in the applicant's county of residence. If the current permit expires within 30 days, the applicant must submit a renewal application with the sheriff's office in the applicant's county of residence. Duplicate permit applications must be accompanied by a color photocopy of the applicant's driver's license, proof of address change (if different than driver's license), and $25 fee.

## 7. Lost/Stolen or Damaged Permit Replacements

A permit holder whose permit is lost, stolen, or damaged shall notify the issuing officer as soon as practical. A Duplicate permit application must be submitted for a replacement permit and must be accompanied by a color photocopy of the applicant's driver's license and $25 fee.