

## Original CPLs with 3<sup>rd</sup> party prints

**Due to Covid-19 restrictions, applications for state concealed pistol licenses, renewals, late renewals and replacements of such licenses can be accepted by mail. Seattle Police Department only provides these licenses to Seattle Residents.**

Please contact the Public Request Unit at 206 684-5454 (9) or [SPDRequest@seattle.gov](mailto:SPDRequest@seattle.gov) during regular business hours (Monday-Friday, 0800 a.m. to 5 p.m.) if you have any questions prior to submitting your application.

Fingerprints must be taken for all new applicants. You will need to submit your fingerprint card sealed by the selected fingerprinting service to the SPD Public Request Unit by mail, together with your completed application packet and fee. For a list of vendors offering Fingerprinting services you may contact our office.

\*\*Fingerprint vendors may charge fees for their services.

### **ALL APPLICATIONS MUST BE RECEIVED WITH THE FOLLOWING:**

- **Completed and Signed CPL Application**
- **Copy of Current Valid Washington identification with a Seattle Address listed (Driver's License, Permanent Resident Card) School ID cards or expired cards are not valid.**
- **Money Order or personal check in the amount of \$49.25 payable to City of Seattle**
- **Fingerprint cards in envelope sealed by business/agency who took them**

Mail completed application and documentation packet to:

Seattle Police Department  
Attn: Public Request Unit/CPL Desk  
PO Box 34986  
Seattle, WA 98124-4986

### **Concealed Pistol License Requirements**

Applicants must be at least 21 years of age, citizens of the United States (or permanent resident aliens), and live within Seattle city limits. They must possess a valid picture identification or otherwise provide proof they have lived in the state for at least the last 90 days.

- **New Application:** A non-refundable fee of \$49.25 is collected at the time of application. Once the license is approved, it will be mailed directly to the applicant. Allow 30 days for processing for state residents and 60 days for out of state residents (or living in Washington less than 90 days). A concealed pistol license is valid for five years from the date of issue.
- **Renewal Application:** You can renew your license 90 days before expiration and up to 90 days after expiration. A fee of \$32 is charged up to the date of expiration. After expiration, and

up to 90 days later, the fee is \$42. If your license is more than 90 days past its' expiration date, you must apply for a new license.

- **Replacement Licenses:** A license can be replaced if it is lost or the owner has a name or address change. The cost of a replacement is \$10. If you have a Washington driver's license, you are required by law to notify the Department of Licensing within 10 days of moving. The address on file with the Department of Licensing must be your residential address, even if you use a post office box or alternate mailing address.
- **Payment:** The Seattle Police Department is able to accept the following forms of payment: check, or money order.

### **Turnaround Times**

Original licenses will be mailed to you after the background check is completed. If you have not heard anything after 30 calendar days from the date of your application, you can contact Public Request Unit 206 -684-8999

# Concealed Pistol License Application

Office use only	
ID number	_____
SID number	_____
FBI number	_____
CPL number	_____

**PRINT or TYPE all information**

Application type <input type="checkbox"/> Original application <input type="checkbox"/> Renewal of license <input type="checkbox"/> Late renewal of license <input type="checkbox"/> Replacement license							
Name ( <i>Last, First, Middle</i> )				CPL number, if applicable		Expiration date	
Other names by which you have been known ( <i>for example: maiden name</i> )				Driver license number		State	
Physical address — required				City		State	ZIP code
Mailing address (if different)				City		State	ZIP code
Date of birth		Birthplace (City, State/Province, Country)			(Area code) Telephone number (optional)		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
Height ___ feet ___ inches	Weight _____ pounds	Eyes (color)	Hair color		Ethnicity <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino		
Race (Check all that apply) <input type="checkbox"/> Black or African American <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> White <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian or Other Pacific Islander							
Email address for concealed pistol license renewal (optional)							
List <b>type and location</b> of all marks, scars, and tattoos							
Residency							
1. Are you a U.S. citizen? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No If no, enter country of citizenship _____							
2. Are you a permanent resident alien? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, enter your permanent resident card number _____							
3. Are you a legal alien temporarily residing in Washington? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, enter your alien registration/I-94 number _____ and; Enter your alien firearms license number: _____ Expiration date: _____							
Answer the following							
1. Have you ever been convicted in adult court or adjudicated in a juvenile court of a felony, or of the following crimes when committed by one family or household member against another, on or after July 1, 1993: assault in the fourth degree, coercion, stalking, reckless endangerment, criminal trespass in the first degree, or violation of the provision of a protection order or no-contact order restraining the person or excluding the person from a residence? . . . <input type="checkbox"/> Yes <input type="checkbox"/> No							
2. Are you now on bond or personal recognizance pending trial, appeal or sentence for any serious offense as defined in RCW 9.41.010 or for a felony for any crime where the judge can imprison you for more than one year? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No							
3. Have you been convicted of 3 or more violations of Washington’s firearms laws within any 5-year period? . . . <input type="checkbox"/> Yes <input type="checkbox"/> No							
4. Are you an unlawful user of, or addicted to, marijuana, or any depressant, stimulant, or narcotic drug, or any other controlled substance? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No							
5. Have you ever been adjudicated mentally defective (which includes having been adjudicated incompetent to manage your own affairs) or have you ever been committed to a mental institution? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No							
6. Have you been discharged from the Armed Forces under dishonorable conditions? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No							
7. Are you subject to a court order restraining you from harassing, stalking, or threatening your child or an intimate partner or child of such partner? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No							
8. Have you been convicted in any court of a misdemeanor crime of domestic violence? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No							
9. Have you ever renounced your United States citizenship? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No							
10. Are you an alien illegally in the United States? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No							

Signing this application authorizes the Department of Social and Health Services, as well as mental-health institutions and other health-care facilities, to release information relevant to your eligibility for a concealed pistol license to an inquiring court or law-enforcement agency.

*I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.*

	<b>X</b>
Date and place	Applicant signature

**What do I need to apply for a concealed pistol license?**

- Bring a photo ID such as a valid state driver license or ID card.
- Bring your permanent resident card if you are a permanent resident alien.
- If you have an alien firearms license, bring your original passport and United States issued alien number or admission number.
- Bring your original certificate of rehabilitation or firearms restoration orders, if applicable.

**How much does it cost for a concealed pistol license?**

- Original license – \$36
- Renewal license – \$32
- Late renewal license – \$42
- Replacement license – \$10

Plus background check fees. All fees are non-refundable.

**Do I need to get a fingerprint or background check?**

- Yes. The law enforcement agency will take your fingerprints and conduct a background check before they issue an original CPL.
- The background check process will usually be completed within 30 days from the date you apply.
- If you do not have a valid Washington driver license or Washington state identification card or have not been a resident of Washington state for the prior 90 consecutive days, then the process may take up to 60 days.

**Are there any other requirements?**

**Yes.** Your application can be denied if:

- You have a concealed pistol license in a revoked status
- You are under 21 years of age
- You are subject to a court order or injunction concerning the possession of firearms
- You are free on bond or personal recognizance pending trial, appeal, or sentencing for a felony offense
- You have an outstanding warrant for your arrest from any court of competent jurisdiction for a felony or misdemeanor
- You have been ordered to forfeit a firearm within one year before filing a concealed pistol license application

**Who do I contact if I have any questions?**

- Contact your local law enforcement agency or county sheriff's office.

**CAUTION: Although state and local laws do not differ, federal law and state law on the possession of firearms differ. If you are prohibited by federal law from possessing a firearm, you may be prosecuted in federal court. A state license is not a defense to federal prosecution.**

**Local law enforcement use only**

Database	Date	Checked by
<input type="checkbox"/> NICS	_____	_____
<input type="checkbox"/> WACIC/NCIC	_____	_____
<input type="checkbox"/> Warrant file	_____	_____
<input type="checkbox"/> DOL firearms file	_____	_____
<input type="checkbox"/> DSHS	_____	_____
<input type="checkbox"/> Local check	_____	_____
<input type="checkbox"/> Fingerprints (original application only)	_____	_____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied    By _____		Date _____