



ANDREW M. CUOMO
Governor

GEORGE P. BEACH II
Superintendent

December 29, 2016

Madison County Licensing Authority
Sheriff's Dept.
North Court St.
Wampsville, NY 13163

Re: Information Relating to the Firearms License Recertification Process

Dear Licensing Authority,

Recent changes to the New York State Penal Law require a person who has been issued a license to carry or possess a firearm to recertify his/her status every five years. Penal Law section 400.00 (10) (b) requires that any firearms license issued before January 15, 2013, be recertified to the Division of State Police on or before January 31, 2018. That section also requires the State Police to notify these license holders, by January 31, 2017, of their obligation to recertify their information. A holder of a license issued on or after January 15, 2013, must recertify the license within five years from the date of issuance. The purpose of this letter is to provide you with details relating to the operation of the recertification program.

On January 3, 2017, the State Police will begin mailing letters to each licensee, which will explain the recertification. This procedure will require each licensee who was issued a license before January 15, 2013, to affirm that he or she is not prohibited from possessing firearms under state and federal law and to confirm certain information relating to his or her firearms license, such as name, current address, and date of birth as well as information about the firearms owned by such person. The recertification process for these license holders must be completed by January 31, 2018. The easiest and fastest way for a licensee to complete the recertification process is by using an online system that has been constructed for this purpose. In the alternative, a licensee may recertify by using paper forms that can be obtained at any State Police station. There is no fee associated with either process.

Penal Law section 400.00 provides that the ultimate responsibility for recertification is with the licensee and the State Police. However, local licensing authorities may elect to participate, should you wish to do so, by downloading recertification forms from the website and having those forms available for any of your license holders who do not have access to an online system or who would prefer to recertify through use of the paper form. The website will be operational as of January 3, 2017, and may be accessed at <http://troopers.ny.gov/Firearms/>. In

- addition to recertifying their information, this program will provide your licensees with an opportunity to request that any records pertaining to this process be exempt from public disclosure.

While the January 31, 2018 deadline applies to those licenses issued before January 15, 2013, licenses issued on or after January 15, 2013, must also be recertified. A person who has been issued a firearms license on or after that date will have five years from the date that the license was originally issued to recertify the license. In either case, the statute provides that failure to recertify shall act as a revocation of such license.

The recertification requirements set forth above will not apply to firearms licenses issued in the counties of Nassau, Suffolk or Westchester, or in the City of New York, because those jurisdictions currently have recertification or renewal systems in place. For licensing officials in those counties, the information in this letter is for informational purposes only.

If you have any questions relating to the recertification process, please contact the State Police Pistol Permit Bureau at (518) 464-7120.

Very truly yours,



Keith E. Heptig
Lieutenant
New York State Police
Pistol Permit Bureau