



**LIVINGSTON COUNTY
OFFICE OF COUNTY CLERK**

Livingston County Government Center
6 Court Street, Room 201
Geneseo, New York 14454

(585) 243-7010
Fax (585) 243-7928

James Culbertson

Mary F. Strickland

County Clerk

Deputy County Clerk

TO: PISTOL PERMIT APPLICANT

SUBJECT: DIRECTIONS FOR FILLING OUT APPLICATION FOR A PISTOL PERMIT

YOU MUST BE AT LEAST 21 YEARS OF AGE TO BE ISSUED A PISTOL PERMIT.

1. Original Paperwork attached must be submitted in duplicate. **(No copies)**
2. Must be typewritten or printed with **black ink.**
3. Do not write above the line where your name appears.
4. Only one letter or character should appear in any box in the dark area.
5. If possible, character references must be typewritten as well as signed by the person making the reference. At least three persons must be residents of Livingston County. You must have known them for **at least one year.** (No family members).
6. The application must be **filled out completely and notarized.**
7. You can schedule an appointment for Fingerprints & Pictures either by the phone or via the website.
 - ❖ Applicant must schedule an appointment for Fingerprinting and Pictures by going to the www.L1enrollment.com website. Appointment scheduling via the website is available 24/7/365. If you schedule your appointment through the website, you must print out the confirmation page and bring it with you to your appointment.
 - ❖ Applicant may also schedule an appointment by calling their Toll Free Call Center at (877)472-6915. Appointment scheduling via the Call Center is available 9am-9pm, Monday-Saturday.
 - ❖ Applicant must give L-1 the **ORI number NY0250000.**
 - ❖ Applicant must have 2 forms of ID when going to their appointment. **One must be a photo ID.** (Acceptable forms of ID are Drivers License, Passport and Social Security Card).
 - ❖ **You must verify payment at time of appointment. (Forms of payment are Personal Checks or Money Orders made payable to L-1 Enrollment Services.) You also may use Credit Cards.**
8. After applicant has completed the Fingerprinting and Photograph process with L-1, the *completed* application may be turned in the Sheriff's Office. NOTE: Applicant **MUST** bring receipt from L-1, and receipt from County Clerk for the \$10 application fee, along with *completed* application.
9. You will be notified by mail if and when your permit has been issued.
10. The submission of the application does not allow you to make a purchase of a weapon.
11. **IF YOU ACQUIRE OR DISPOSE OF A GUN, CHANGE YOUR NAME OR ADDRESS, YOU MUST REPORT TO THE LIVINGSTON COUNTY CLERK'S OFFICE WITHIN 10 DAYS.**
IF YOUR GUN IS LOST OR STOLEN YOU MUST NOTIFY A POLICE AGENCY AND REPORT TO THE LIVINGSTON COUNTY CLERK'S OFFICE WITHIN 10 DAYS.

Processing takes from six months to eight months.