

RENEWAL NOTIFICATION LETTER

To: _____

RE: Notice of Concealed Handgun Permit Renewal

Dear _____:

A review of my records indicates that your concealed handgun permit issued on _____ (date) is scheduled to expire on _____ (date).

North Carolina law provides that if the holder of a concealed handgun permit wishes to renew the permit, the holder must apply for renewal at least thirty (30) days prior to its expiration date. Because some of the processing procedures of the application are beyond our control (such as criminal history checks through the Federal Bureau of Investigation), we are requesting your cooperation in getting your application turned in as soon as possible so that the renewal of your application is not unnecessarily delayed. In order to facilitate the processing of your renewal application, we encourage you to complete and submit the required information listed below between sixty (60) and ninety (90) days prior to the expiration of your concealed handgun permit. The required forms identified below can be obtained from our office:

1. The Concealed Handgun Renewal Form;
2. A new fingerprint card; unless the applicant was fingerprinted after October 1, 2001;
3. A renewal fee of \$75.00 (\$40.00 for qualified former law enforcement officers); and
4. A current Mental Health Release Form.

The requirement to take another firearms safety class prior to renewal of permit is solely within the discretion of the Sheriff. However, failure to renew your permit by the expiration date will result in your permit expiring. Any future permits will be treated as a new application, which will require applicant to take the firearms safety class again.

This renewal reminder is provided as a courtesy from your Sheriff's Office. Please do not hesitate to contact this office if we can answer any questions you may have.

(Sheriff) _____