



# Phillips County Sheriff's Office

221 S. Interocean Ave., Holyoke, CO 80734

Phone: (970) 854-3644 Fax: (970) 854-2332 E-mail: [Mbeard@phillipscounty.co](mailto:Mbeard@phillipscounty.co)

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*Michael Beard, Sheriff      Jack Wieland, Undersheriff*

## **Concealed Handgun Permit Information Packet**

Please read the following information and complete the application. Return the signed and notarized application and other required supporting documents to the Phillip's County Sheriff's Office 221 S. Interocean, Holyoke, Co. 80734, on any Tuesday or Thursday between 4:00 PM and 6:00 PM. You must bring a Colorado driver's license or other Colorado identification card to establish residency.

Carefully separate the completed concealed handgun permit application (back two pages) from this instruction page. The documents must be read thoroughly, and the application printed in ink or typed and completed in full. Please use additional sheets of paper if necessary to respond to the question.

**If the application is not fully completed, it will not be processed.**

An applicant shall complete the permit application for and return it, in person to the Phillips County Sheriff, or the sheriff of the county for which the person resides, or the Sheriff of the county in which the applicant maintains a secondary residence or owns or leases real property used by the applicant in a business, or the Sheriff that previously issued a permit to the applicant. The applicant shall sign the completed permit application in person before a notary public upon sworn oath that the applicant knows the contents of the permit application and that the information contained in the permit application is correct.

An applicant who knowingly and intentionally makes a false or misleading statement on a permit application, or deliberately omits any material information requested on the application commits perjury as described in Colorado Revised Statutes (C.R.S.) 18-8-503. Upon conviction, the applicant shall be punished as provided in C.R.S. 18-1.3-501. In addition, the applicant shall be denied the right to obtain or possess a permit, and the Sheriff shall revoke the applicant's permit if issued prior to conviction.

Attached is additional information produced by the County Sheriffs of Colorado regarding the procedure for obtaining a concealed handgun permit, as well as Colorado Statutes (laws) that pertain to concealed handguns. As a responsible gun owner, **it is your responsibility to familiarize yourself with these laws.**

In addition, there are orientation classes held for permit holders prior to their permits being issued pertaining to the new law changes, these are not required, however I do encourage you to attend. The instructor will discuss the "rules" of the program, the ramifications of carry concealed, when, when not, and how to carry a concealed weapon. Prior applicants have said this information was very useful to them. When you turn in your packet, you will be informed of the next orientation date if one is scheduled.

If you have any questions concerning the application process, please call Sheriff Beard or any of the Deputies are (970) 854-3644 or send an e-mail to [Mbeard@phillipscounty.co](mailto:Mbeard@phillipscounty.co)

**The information portion of the packet should be kept for your future reference.**



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## **In addition to the completed application form, you must submit:**

A \$102.50 processing fee in the form of a cashier's check, money order, or personal check, made payable to the Phillips County Sheriff's Office. This fee pays for forms, ID cards, local criminal history checks, and other administrative costs. There is a \$28 renewal fee and for cards expired less than six (6) months may be renewed but a late fee of \$15 will be charged.

Proof of residency. (Colorado Driver's License, Colorado ID Card or Military ID Card and Duty Orders). Residency is defined as the county in which the applicant resides, in which the applicant maintains a secondary residence, owns, or leases real property used by the applicant in a business.

Documentary evidence demonstrating competence with a handgun as specified in section 18-12-203 (1)(h) of the Colorado Revised Statute. (See TRAINING REQUIREMENTS SECTION for further details).

NOTE: You must submit the ORIGINAL training certificate or other documentation to satisfy the above.

Two completed fingerprint cards. It is required that all applicants be fingerprinted to conduct a thorough background investigation and comply with state laws. Your fingerprints will be taken when your application is submitted.

Photograph. A color photograph of the applicant will be taken by the Sheriff's Office for purposes of issuing a permit, at the time the application is submitted.

**Fingerprints and photographs will likely be taken at the time the application is submitted.**

**If you fail to submit any of the above, the application will not be processed until you do so.**