

Louisiana Department of Public Safety and Corrections Office of State Police

Louisiana Concealed Handgun Permit Application Packet

- Submit applications to: Concealed Handgun Permit Unit, P.O. Box 66375, Baton Rouge, LA 70896
- If you have questions you may contact the Concealed Handgun Permit Unit by telephone at (225) 925-4867, by fax (225) 922-0225, by mail: P.O. Box 66375, Baton Rouge, LA 70896, or by email: LSP.ConcealedHandgun@la.gov
- Information can also be found at www.lsp.org/handguns.html

GENERAL INFORMATION AND INSTRUCTIONS

Please read and follow instructions carefully. Failure to submit application correctly will result in processing delays.

1. CONCEALED HANDGUN PERMIT LAW – LRS 40:1379.3

- a) All applicants must read this law and swear to this fact. The statute contains the eligibility requirements to receive a concealed handgun permit as well as the rules and regulations regarding the code of conduct of permittees.
- b) A copy of the "Louisiana Concealed Handgun Permit Laws, Administrative Rules and Selected Statutes" can be found at www.lsp.org/handguns.html.
- 2. APPLICATION PROCESSING FEES (New and Renewal Applications)

ALL FEES ARE NON-REFUNDABLE

- a) 45 Day Temporary permit
- \$25.00 (Balance must be paid upon approval of 5 year or Lifetime permit)
- b) 5 year permits
- \$125.00 (65 years and older or active duty military personnel \$62.50)
- c) Lifetime permits
- \$500.00 (65 years and older or active duty military personnel \$250.00)
- d) *NOTE* Effective August 1, 2016 Act 44 of the 2016 Louisiana Legislative Session exempts HONORABLY DISCHARGED veterans of the U.S. armed forces from all fees associated with 5-year or lifetime concealed handgun permits. This Act doesn't affect currently active military personnel. Active duty personnel remain eligible to receive the half price discount with a copy of your most recent orders
- e) *Note* If any applicant has not continuously resided in Louisiana for the past 15 years an additional \$50.00 fee is required (HONORABLY DISCHARGED VETERANS ONLY are exempt from this fee).
- f) A fee schedule is listed in the "Louisiana Concealed Handgun Permit Laws, Administrative Rules and Selected Statute." Initial application fees are found in LAC 55:I:1307.B.15. Renewal application fees are found in LAC 55:I:1307.D.2.
- g) Fees are payable to the **Louisiana Department of Public Safety and Corrections** in the form of a cashier's check, certified check or money order. **Personal checks and cash are not accepted**
- h) *Note* Online applicants will receive a confirmation email upon submission of their application and another email upon acceptance of their application. The acceptance email will contain a link to submit a credit card payment. If payment is not made within thirty (30) days, the application will be purged from the system and will require a new submission to proceed.

3. FIREARMS TRAINING REQUIREMENTS

- a) Louisiana law states that an applicant shall demonstrate competence with a handgun.
- b) Applicants must provide a copy of proof of training with their original (5 year or lifetime) or renewal application.
- c) Lifetime permit holders will have to provide proof of recertification training every 5 years.
- d) Approved firearms safety training tuition costs vary by organization and are not regulated by the DPS&C.
- e) A list of approved instructors can be found at www.lsp.org/handguns.html.
- f) Original Applications Specific modes of demonstrating competence are listed in LRS 40:1379.3 (D)(1) and also in LAC 55:I.1311.A.
- g) Renewal Applications Specific modes of demonstrating competence are listed in LAC 55:I.1311.B.
- h) Training for both applications shall include:
 - instruction on handgun nomenclature and safe handling;
 - instruction on ammunition knowledge and fundamentals of pistol shooting;
 - instruction on handgun shooting positions;
 - instruction on the use of deadly force and conflict resolution which shall include a review of R.S. 14:18 through 14:22 and which may include a review of any other laws relating to the use of deadly force;
 - instruction on child access prevention; and
 - actual live range fire and proper handgun cleaning procedures.

CONTINUED

DPSSP 4645 Rv 2/21/22 Page 1 of 9

GENERAL INFORMATION AND INSTRUCTIONS (continued)

4. GENERAL APPLICATION INFORMATION

- a) You must submit a "New" permit application if:
 - This is the first time you have applied for a permit in Louisiana.
 - Your previous permit has been expired for more than 60 days.
 - Your previous application was denied or your permit was revoked.
- b) Submit the completed, **original** application form included in this packet. **Please print legibly or type the data in the form fields. Do not send photocopied or double sided applications**. Affidavits must be notarized within **sixty (60) days** of the application date.
- c) For purposes of obtaining a permit, "resident" is defined in LRS 40:1379.3(J)(3) and LAC 55:I:1305.
 - For proof that an applicant has resided within this state prior to his/her application for a permit, the applicant shall submit with the application a photocopy of their valid Louisiana driver's license or Louisiana identification card.
- d) Photocopies of any other documentation, if required, MUST clearly show all names, signatures and other pertinent information. Copies which are too dark or too light and do not show all pertinent information cannot be accepted. **DO NOT SEND ORIGINALS, UNLESS SPECIFICALLY REQUIRED TO DO SO, AS THEY CANNOT BE RETURNED.**
- e) **Fingerprint Cards** Fingerprint cards must be signed and filled out completely, including your name and signature, address, date of birth, place of birth, **social security number** (SSN see below) and your physical characteristics (sex, race, height, etc.).
 - Two (2) fingerprint cards must be submitted. Both cards must be legible. Fingerprints should be taken/rolled by trained fingerprint technicians on a complete, legible, and classifiable FBI applicant fingerprint card by a person employed by a law enforcement agency. Fingerprint cards that are not legible will be returned to the applicant and will cause a delay in processing the application.
 - Note: When being printed on AFIS, you must have your prints taken twice (do not print the same set twice). When prints are done with ink, you must submit two different cards.
 - The social security number (SSN) is requested on the application in order for the Department of Public Safety and Corrections to fully conduct a criminal history background check on all applicants as required by law. The social security number will be used for Criminal Justice purposes only. Such information will be utilized to verify identification and ensure that applicants have no arrests, convictions, or warrants that would make them ineligible for a permit. Inclusion of your social security number is optional and will not constitute grounds for denial. However, verification of your eligibility to carry a concealed handgun is not optional. As such, failure to include the social security number may result in a delay of approving your application.
- f) Marital Status If you have ever been divorced, you must provide the department with a copy of the divorce settlement, decree, or final judgment along with any other orders or injunctions of the court. Failure to include this information will result in the delay of your application. If you are submitting this application as a Renewal, and you have previously submitted this information, it is not necessary to include in your application again.
- g) Criminal Offense, Arrests, Detentions and Litigation Criminal Offense: an act punishable by law. If you have ever been arrested, charged, detained, indicted, or summoned for any criminal offense or violation, EVEN THOSE CHARGES WHICH YOU BELIEVE TO HAVE BEEN DROPPED, DISMISSED, NOLLE PROS, EXPUNGED, etc., you must answer "YES" to the arrest questions (Question #7) and submit certified true copies of the final court disposition of the case with your application. You must list all violations of law or municipal ordinances, except those such as traffic violations (speeding, red light, expired license, etc.). Failure to answer this question correctly will result in the denial of your application.
 - FAILURE TO LIST ALL ARRESTS, DETENTIONS, AND LITIGATION MAY RESULT IN DELAY OR DENIAL OF THE PERMIT, AND OTHER CRIMINAL PENALTIES AS ALLOWED BY LAW. NOTE: The issuance of a Citation or Summons is an arrest and must be listed.
 - You must still list violations that were EXPUNGED, DISMISSED, or SET ASIDE through either Article 893, Article 894, R.S. 40:983, or for which you were PARDONED and you must provide certified documentation of each arrest with your application.
- h) **Military Service** If you have served in the Armed Forces of the United States, you must include a copy of your Department of *Defense Forms 214, 256 or 257* (type of discharge must be listed). If you are currently in the military and are using the military discount, you must include a copy of your most recent orders or a copy of your military ID, if allowed (for LAARNG, as noted in 1.8.1.1. "the cardholder may allow photocopying of their ID card to facilitate DoD benefits").
- i) **Medical Information** If you answered "yes" to any of the medical questions #13-19, the Medical Summary must be completed by the treating physician or your Medical Doctor(no Physicians Assistants). This information MUST be included with your application.

Department of Public Safety and Corrections
Office of State Police
Concealed Handgun Permit Unit
P.O. Box 66375 Baton Rouge, LA 70896
www.lsp.org/handguns.html

DPSSP 4645 Rv 2/21/22 Page 2 of 9



Louisiana Department of Public Safety and Corrections Office of State Police

Louisiana Concealed Handgun Permit Application



This application will not be p	processed u	inless completed	l in its en	tirety and	d submitted	along with all suppo		
Application Type	_	_	Curren	t GP # (R	enewal Only)	For Office	e Use Only
☐ NEW PERMIT – 5 YEA		45 DAY						
🔲 NEW PERMIT – LIFET		PERMIT						
RENEWAL to 5 YR PE		or permanent ijunction or	DATE:			PARISH OF RES	IDENCE	
RENEWAL to a LIFETI	IVIL	rotective order						
LEGAL NAME (LAST, FIRST						MAIDEN NAME		
		,						
LIST ANY ALIASES OR LEG	AL NAME (CHANGES				EMAIL ADDRES	SS	
RACE ASIAN/PACIF	IC ISLAND	FR	□ BL A	ACK	UNKNOW	N HOME PHONE N	IUMBER	
=		ASKAN NATIVE	=] OTHER TO IT	1		
	WEIGHT	EYE COLOR	HAIR		E OF BIRTH	I DAYTIME/BUSI	NESS PHO	NE NI IMBER
FEMALE	WLIGITI	LILCOLOR	COLOI		L OF BIRTI	DAT TIME/BOSI	NLSS I IIO	NE NOWBER
MALE								
SOCIAL SECURITY NUMBER	R (SSN)	DRIVERS LIC	ENSE / ID	NUMBE	R STA	ΓΕ INSTRUCTOR N	UMBER	
PLACE OF BIRTH (City, State	, Country)	ISSUE DATE (OF D/L OF	R ID CAR	D EXPIR	ATION DATE OF D/L	OR ID CA	RD
CURRENT PHYSICAL ADDR	ESS (STRE	ET ADDRESS)	CITY		STAT	E POSTAL ZIP CO	DE	
	Ess (STE	ET (IBBICESS)						
CURRENT MAILING ADDRESS (STREET/PO BOX)			CITY STATE		POSTAL ZIP CODE			
CORRENT MAILING ADDRI	SS (STREE	1/10 BOX)	CITI		SIAI	FOSTAL ZIF CO	POSTAL ZIP CODE	
How long have you lived at	your currer	nt address? From	ı			to present.		
Previous residences – Co	omplete th	is section if vo	u have r	ot lived	at vour cu	rrent address for th	e fifteen	(15) years preceding the
date of this application. A					,			() 5
ADDR	•	T8	T .		CTAT		DA	TES
ADDR	.E33		<u>'</u>	CITY	STAT	FROM		TO
			<u> </u>					
	NAME OF	F COMPANY/BU	SINESS/F	IRM, ETC	. .			
LDDDEGG								
DI ACE OF	ADDRESS	5						
PLACE OF	CITY			CTATI	,	DOCTAL CODE		
EMPLOYMENT	CITY			STATE	5	POSTAL CODE		
	NAME OF	SUPERVISOR				CONTACT NUMBE	D	
	NAME	SOLEKVISOK				CONTACT NOMBE	IX.	
MARITAL STATUS							IFFVE	R DIVORCED PLEASE
(Check all that currently apply)	SINGLE	☐ MARRII	ED 🔲	DIVOR	CED 🗌	WIDOWED		DE DIVORCE DECREE
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DATE ENTED	r D	CHECK					FD	INITIALO
DATE ENTERI	LD	CHECK	NUMI	DEK	KE	CEIPT NUMB	LK	INITIALS

DPSSP 4645 Rv 2/21/22 Page 3 of 9

make an error, cross out the incorrect choice and initial the change. If you answer "Yes" to questions 7-12, attach certified true copies of the court documents, or "Yes" to questions 13-19, have the treating physician complete the medical summary disposition form.								
			•			,		
☐ YES ☐ YES	□ NO	1. 2.	Are you a United Are you lawfully	States Citizen? present in the United States?				
☐ YES	□NO	3.	Are you a legal re	sident of the State of Louisiana?				
YES YES	□ NO □ NO	4. 5.	Are you at least 2	ously resided in the State of Louisian 1 years of age?	a for the past fifteen (15) years?			
YES	□NO	6.	Have you complet	ted training as prescribed in LRS 40:				
☐ YES	□NO	7		ate the type of Handgun you receiven arrested for any criminal offense?				
		7.						
			been arrested, charged, detained, indicted, or summoned for any criminal offense or violation, EVEN THOSE CHARGES WHICH YOU BELIEVE TO HAVE BEEN DR OPPED, DISMISSED, NOLLE PROS, EXPUNGED, etc, you must					
				o the arrest questions and submit eation. You must list all violation				
				ding, red light, expired license, e				
			denial of your a	<mark>pplication.</mark>	•	•		
☐ YES ☐ YES	□ NO □ NO	8. 9.		en found guilty of, or entered a plea of serived a pardon or expungement for a		ting a Vehicle While Intoxicated?		
☐ YES	□NO		Are you currently	on probation or parole for a criminal	offense?			
YES YES	□ NO □ NO	11.	Are you a fugitive	e from justice? subject to any prel iminary or perma	anent injunction or restraining or n	rotective order including but not		
			limited to divorce	s, family or domestic violence?				
☐ YES ☐ YES	□ NO □ NO			ful user of or addicted to Marijuana, en committed involuntarily, or volunt				
			abuse of a control	led dangerous substance as defined in	n R.S. 40:961 and 964 or for the abu	ise of alcoholic beverages?		
☐ YES ☐ YES	□ NO □ NO	15. 16.		en adjudicated mentally deficient or be en hospitalized for any form of menta		on?		
☐ YES	□NO			eived medical treatment for a mental		medical practitioner?		
YES	□NO	18.	18. Are you currently taking, or have you ever been prescribed any medication used for the treatment of depression, psychosis or any mental illness?					
☐ YES	□NO	19.	19. Are you suffering from any mental or physical infirmity due to disease, illness, or retardation, which could prevent the safe					
☐ YES	□NO	20.	handling of a handgun? 20. Have you ever been denied a concealed handgun permit in any jurisdiction or had such permit suspended or revoked?					
			•			<u> </u>		
				S, DETENTIONS, A				
				details below and attach certified the requested information listed below		prove disposition. If additional		
	of Arrest		Charge	Location (City/State)	Disposition	Arresting Agency		
		-						
□ MEG		10	1	MILITARY SERV				
YES NO 1. Have you ever served in the Armed Forces of the United States? YES NO 2. Are you currently serving in the Armed Forces of the United States?								
				serving in the Armed Forces				
				O, if allowed.		•••		
				ged indicate the type of disch		Note: You must		
	Provide Proof of Discharge. For example, Department of Defense or DD Form-214, 256 or 257. MEDICAL INFORMATION							
If you answ	wered "Yes	" to questio	ons 13-19, provide de	etails below and attach a completed r		eating physician.		
	. •	Name	::					
Tre	ating	Addre	ess:					
Phys	sician	Phone	e Number:					
				ADDITIONAL INFOR	MATION			
		USI		ELOW FOR INFORMATION R		NG:		
	Questions 7-12 (Arrests), Questions 13-19 (Medical) or Question 20 (Permit Status)							
Attach additional sheet if necessary								

ALL APPLICANTS: PLEASE ANSWER "YES" OR "NO" TO ALL QUESTIONS BELOW. Read each question carefully. If you

DPSSP 4645 Rv 2/21/22 Page 4 of 9

AFFIDAVIT of FACT				
STATE OF LOUISIANA	PARISH OF			
Affiant's Name (Printed)				
Affiant's Address (Printed)				
I,	ecount of the requested information. In addition, I have as contained in R.S. 40:1379.3 and 1382, and the AC 55:I:1301 et seq. I have executed this statement truthful information is cause for denial of my application statement or response in this application is a violation of se punishable by imprisonment for not more than five (5)			
	Affiant's Signature			
SWORN TO AND SUBSCRIBED BEFORE ME ON THIS	, DAY OF,			
Print, Type, or Stamp Name of Notary Public	Notary Public			
MY COMMISSION EXPIRES				
Affidavits are valid for sixty days after notarization.				

DPSSP 4645 Rv 2/21/22 Page 5 of 9



INDEMNIFICATION AND HOLD HARMLESS AFFIDAVIT

STATE OF LOUISIANA	PARISH OF	
BEFORE ME, the undersigned Notary State aforesaid, personally came and a	Public, duly commissioned and qualified, in and for ppeared:	or the Parish and
Affiant's Name (Printed)		
Affiant's Address (Printed)		
Who being by me first duly sworn, dep	posed and said:	
Ι,	, pursuant to R.S. 40:1379.3, agree to indemn	nify and hold
harmless the state of Louisiana, the De	epartment of Public Safety and Corrections, the Secr	retary and the
Deputy Secretary of the Louisiana Dep	partment of Public Safety and Corrections, and any	of its agents or
employees, and any peace officer with	in this state, from and against any and all liability, c	claims, actions,
fines or losses of any kind or nature, ir	ncluding costs and attorney's fees, in any way arisin	g out of,
connected with or related to the issuan	nce or use of my Louisiana Concealed Handgun Perr	mit.
	Aff	fiant's Signature
SWORN TO AND SUBSCRIBED BEFORE	ME ON THIS DAY OF	
Print, Type, or Stamp Name of Notary	Public	Notary Public
MY COMMISSION EXPIRES		
Affidavits are valid for sixty days after	· notarization.	

DPSSP 4645 Rv 2/21/22 Page 6 of 9



AUTHORIZATION FOR RELEASE OF MEDICAL AND PERSONAL INFORMATION

STATE OF LOUISIANA	PARISH OF
	ospital, clinic, or other health care provider, law enforcement Agency United States, or any individual or institution having information
BEFORE ME, the undersigned Notary Public, aforesaid, personally came and appeared:	duly commissioned and qualified, in and for the Parish and State
Affiant's Name (Printed)	
Affiant's Address (Printed)	
Who being by me first duly sworn, deposed an	d said:
Department of Public Safety and Corrections, of said records are public, private, confidential, or obtained are confidential or privileged, the Lot the privilege or confidentiality of such records. The intent of this authorization is to give my criminal, or other personal information regarding abuse treatment and/or consultation records, and criminal history records, etc. I further understate purpose of determining my eligibility for a Lou I understand that any information obtained through the determining my eligibility for a concealed hand information concerning me shall not be held lia from any and all liability which may be incurred I also understand that a reproductive copy of the original. I request and appreciate your full This release shall be and remain valid from the	consent for full and complete disclosure of any and all medical, ng me, including but not limited to physical, psychiatric, or substance and all records pertaining to my conduct such as background reports, and that this release will only be used to obtain information for the usiana Concealed Handgun Permit. Sough a medical or personal history background investigation which in part, upon this release authorization will be considered in algun permit. I also certify that any person(s) who may furnish such ble forgiving this information, and I do hereby release said person(s) as a result of furnishing such information. This release affidavit shall be for all intents and purposes as valid as cooperation. The date of execution until the expiration or revocation of any concealed application, or until my application for a concealed handgun permit ision.
	Affiant's Signature
SWORN TO AND SUBSCRIBED BEFORE ME C	ON THIS,,
Print, Type, or Stamp Name of Notary Publ	ic Notary Public
MY COMMISSION EXPIRES	
Affidavits are valid for sixty days after note	arization.

DPSSP 4645 Rv 2/21/22 Page 7 of 9

Required Documents Checklist

Application with the 3 affidavits completed and notarized.
Copy of Louisiana Driver's License or Louisiana Identification Card.
Copy of Louisiana permanent injunction or the protective order. (If Applicable)
Correct Fee as described in Rule Booklet.
Proof of Training as described in Rule Booklet.
Two sets of fingerprints on an FBI Applicant Card. If the fingerprints were taken electronically, they must be on two separate cards.
Marital Status – If you are divorced, copies of the divorce settlement, decree, or final judgment along with any orders or injunctions of the court must be included.
Arrests – If you have been arrested, you must include Certified True Copies of court minutes as requested in "Arrests, Detention, and Litigation Section." You must still list violations that were EXPUNGED, DISMISSED, or SET ASIDE through either Article 893, Article 894, R.S. 40:983, or for which you were PARDONED.
Military – If you have served in the Armed Forces of the United States, you must include a copy of your DD-214. If you are currently serving in the Armed Forces of the United States, you must include a copy of your current orders or a copy of your military ID if allowed (for LAARNG as noted in 1.8.1.1. "the cardholder may allow photocopying of their ID card to facilitate DoD benefits").
Medical Summary Disposition – If you answered "yes" to any of the medical questions #13-19, the Medical Summary must be completed by the treating physician. This information MUST be included with your application.
Permit Status – If you answered "yes" to question #20 and have ever had a permit denied, suspended, or revoked in ANY jurisdiction, please provide details in the space provided under ADDITIONAL INFORMATION.
LDH Authorization Form – Complete LDH form (found on last page of packet)

DPSSP 4645 Rv 2/21/22 Page 8 of 9



Authorization to Release Health Information

Name:	Request Date:
Mailing Address:	Date of Birth:
City/State/Zip:	Social Security #:

I authorize: Louisiana Department of Health (628 N 4th St., Baton Rouge, LA 70802)

TO RELEASE Information TO

Department of Public Safety / Louisiana State Police / Concealed Handgun Permit Unit / Sgt. Elizabeth LaMarca 7919 Independence Blvd., Baton Rouge, LA 70806

The Purpose of this Authorization is: Evaluation of application for concealed handgun permit

I authorize the release of any health information in the possession of the Louisiana Department of Health concerning the following:

ALCOHOLISM, SUBSTANCE ABUSE DISORDER (DRUG ABUSE), MENTAL HEALTH

This authorization shall expire at expiration of permit or denial of application and subsequent delays for review pursuant to LAC 55:I.1315

Signature of Individual or Personal Representative Authorized by Law	Date
Signature of Witness (only if signed with an "X" or mark above)	Date

Important Information about Authorization

When required by law or policy, LDH may only obtain, use and disclose your health information if the required written authorization includes all the required elements of a valid authorization.

You may revoke and /or cancel an authorization at any time. LDH cannot take back any uses or disclosures already made before an authorization was cancelled. Revocation need not be made in writing.

Information used or disclosed by this authorization may not be re-disclosed by DPS-LSP.