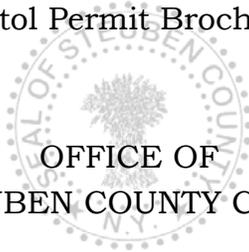


Pistol Permit Brochure



OFFICE OF
STEUBEN COUNTY CLERK

Judith M. Hunter, Clerk
Jennifer L. Bailey, Deputy
3 East Pulteney Square
Bath, New York 14810

(607) 664-2563

Hours of Operation:
Monday through Friday 8:30 a.m. – 5:00 p.m.
(excluding County observed holidays)

The Steuben County Clerk, as an agent for the licensing officers, is responsible for retaining and maintaining all Pistol Permit records in Steuben County. In Steuben County the Licensing officers are the Judges or Justices of the Supreme or County Court.

Fees

Duplicate Permit (includes Photo)	15.00
Amendment to Permit.....	5.00
Transfer to Another County	5.00
Transfer from Another County	15.00

AMENDMENTS INCLUDE:
ADDING/PURCHASING A FIREARM

You must register any firearm that you intend on possessing. To do so you will need a receipt from the dealer/or individual (must contain signature if an individual*) also must have had a NICS check completed by a dealer if your purchase was from an individual and you are not immediate family. The receipt must contain serial number, make, model, action and caliber. Upon registration of the new firearm a purchase coupon will be issued to be given to the dealer/individual from which the firearm is purchased.

CO-REGISTRATIONS

Steuben County allows licensees to co-register firearms with immediate family or another licensee who has had a NICS check completed by a dealer for the co-registration. The Co-register firearms form* needs to be completed and signed by the owner of the firearm(s).

REMOVING/SELLING /TRADING IN A FIREARM

You must remove any firearms that you have sold or traded from your license. This does NOT automatically occur when it is registered by another licensee.

CHANGE OF ADDRESS/NAME

Change of Address or Name needs to be reported within ten days of the change.

TRANSFER OF RECORDS TO ANOTHER COUNTY

If you should move out of Steuben County, you may request a transfer of your pistol license records to the new County of residence. A transfer form *will be required.

DUPLICATE LICENSE

If you need to request a duplicate license for any reason, a plasticard duplicate will be issued. An application for a Duplicate Permit* will be required.

ADVANCE PURCHASE COUPONS

Advance purchase slips are valid for any handgun purchase anywhere in New York State - excluding New York City.

Including: gun shows, auctions, sporting good stores, dealers or gunsmiths

NOT ELIGIBLE FOR INDIVIDUAL SALES.

Purchase slips are valid for ten days from the date of issue.

Pistol license holders must pick up their advance slip in person and provide their pistol license.

No person may pick up advance purchase slips for another individual.

Maximum two (2) advance purchase slips may be given to any pistol license holder at one time.

Any weapon purchased with a purchase slip must be registered with the pistol permit office within ten days of issue.

*located on the Steuben County Clerk Website.

THIS OFFICE IS NOT AUTHORIZED TO PROVIDE YOU WITH LEGAL ADVICE

HELPFUL LINKS/INFORMATION

New York State Police Pistol Permit Bureau

<http://www.troopers.state.ny.us/firearms>

New York State SAFEACT

www.nysafeact.com

State statute that governs Pistol License:

Penal Law §400.00

Interstate Transportation of Firearms

Title 18, United States Code (USC) section 926(a)

Books about New York State Gun Laws

www.looseleaflaw.com

Steuben County Website

<http://www.steubencony.org>