

**INSTRUCTIONS FOR  
AFFIDAVIT IN SUPPORT FOR AN ORDER RELEASING FIREAMS**

- 1) Complete the Affidavit and sign in front of a notary (We are Notary Publics if you need one).
- 2) Prefill the Order with the exception of the Judge's name. Generally speaking the Affidavit and Order will go the Judge that Suspended the permit, however if that Judge is not available we need the option to forward you request to another Judge.
- 3) Bring both the completed Affidavit and Order along with a self-addressed stamped envelope to the Steuben County Clerk's Office to be sent to the Judge.
- 4) When the Order is signed, you will receive a copy of it in the mail with instruction to contact the Sheriff's Office to make arrangements for pick-up. You will not be required to come back to the Clerk's Office once you have received a copy of the signed order in the mail.



4. I am the rightful owner of all of the firearm(s) listed in Paragraph #3. Please find attached hereto a copy of my Permit showing proof of such registration.
  
5. I co-registered the firearm(s) listed in paragraph #3 to  
\_\_\_\_\_.
  
6. The firearm(s) listed in Paragraph #3 were seized by the Steuben County Sheriff's Office as a result of an Order of Suspension issued regarding Permit# \_\_\_\_\_ in the name of \_\_\_\_\_.
  
7. I am respectfully requesting that co-registration of the firearm(s) listed in paragraph #3 be Ordered removed from Pistol Permit # \_\_\_\_\_ in the name of \_\_\_\_\_ and that said firearm(s) be released to my possession.
  
8. If the firearm(s) listed in Paragraph #3 are released to my possession, I understand that \_\_\_\_\_ is not allowed to possess said firearm(s) while his/her Permit is under suspension and while said firearm(s) are not registered to their Permit.

The foregoing statements have been carefully read by the undersigned who states that they are true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Subscribed and sworn to  
Before me on

\_\_\_\_\_

\_\_\_\_\_

NOTARY PUBIC

STATE OF NEW YORK  
COUNTY COURT: COUNTY OF STEUBEN  
In the Matter of the Application of

\_\_\_\_\_

ORDER  
RELEASING FIREARM(S)

For the Release of Seized Firearm(s)

\_\_\_\_\_

STATE OF NEW YORK        }  
  ss:  
COUNTY OF STEUBEN        }

Upon the reading of an Affidavit of \_\_\_\_\_ sworn to on the  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, in Support For an Order Releasing Firearm(s)  
that were seized by the Steuben County Sheriff's Office as a result of an Order of Suspension  
issued in regards to Permit# \_\_\_\_\_ in the name of  
\_\_\_\_\_  
\_\_\_\_\_: insomuch that the Affiant is requesting that  
the following firearm(s):

Make	Caliber	Serial	Model	RV/SS/SA

be removed from Steuben County issued Permit # \_\_\_\_\_ in the name of  
\_\_\_\_\_ and further that the firearm(s) be released from custody and  
control of the of Steuben County Sheriff's Office and returned to the Affiant; and the affiant

having shown proof to the Court that the aforementioned firearm(s) are registered to their permit;  
it is hereby

ORDERED that the Steuben County Clerk shall remove the co-registration of the  
aforesaid firearm(s) from Pistol Permit# \_\_\_\_\_ in the name of  
\_\_\_\_\_; and it is further

ORDERED that the Steuben County Sheriff shall release custody and control of the  
aforementioned firearm(s) to Steuben County Permit holder \_\_\_\_\_  
upon showing of this Order and proof of valid permit and registration of said firearm(s); and it is  
further

ORDERED that said registered owner, \_\_\_\_\_, of  
said firearm(s) shall not allow \_\_\_\_\_ to possess said firearm(s)  
while his/her permit is under suspension and while said firearm(s) are not registered to the  
Permit of \_\_\_\_\_

\_\_\_\_\_  
HONORABLE \_\_\_\_\_  
Acting Steuben County Court Judge

Dated: \_\_\_\_\_

Copies: (Applicant)  
(suspended Permit)  
Steuben County Sheriff  
Steuben County Clerk's Office