



# Nebraska State Patrol

## Nebraska Concealed Handgun Permit



### Application

Type of Application	<input type="checkbox"/> New	<input type="checkbox"/> Personal Data Change
	<input type="checkbox"/> Renewal	<input type="checkbox"/> Replacement - Lost/Stolen
Permits reported lost or stolen will be immediately cancelled by the Nebraska State Patrol.		
Office Use Only - DCN _____		

Please Type or Print Clearly. Incomplete applications will not be processed. In the event an applicant is found to have knowingly falsified this application, or omitted pertinent information, that person may be subject to criminal prosecution.

1. Full Legal Name		2. Date of Birth	
3. Place of Birth (City, County, State)		3a. Country of Birth	
4. Social Security Number (Voluntary - See information below)		5. Nebraska Driver's Licence Number/ State ID Number/ Active Military ID Number	
6. Physical Description (Race      Gender      Height      Weight      Hair Color      Eye Color)			
7. Current Residential Address (Street, City, County, State, ZIP)		7a. Mailing Address (if different) (Street, City, County, State, ZIP)	
7b. Previous Residence (past 5 years)			
8a. Daytime Telephone Number		8b. Cellular Telephone Number	8c. E-mail Address (optional)

**9. Check Yes or No for each of the following questions:**

- ◇ Are you prohibited from purchasing or possessing a handgun by 18 U.S.C. 922 as that section existed on January 1, 2005?  Yes  No
- ◇ Have you been convicted in any court of a crime punishable by imprisonment for more than one year (generally felony offenses – but not limited to felonies)? If yes, list any details including time and place of any and all criminal convictions.  Yes  No  
\_\_\_\_\_
- ◇ Are you a fugitive from justice?  Yes  No  
If yes, list any details including date and place from which you are a fugitive. \_\_\_\_\_
- ◇ Are you an unlawful user or addicted to a controlled substance under 21 U.S.C. 802 Section 102 (this does not require a conviction)? If yes, please provide dates, times and places of use.  Yes  No  
\_\_\_\_\_
- ◇ Have you been adjudicated as a mental defective or commitment to a mental institution – this includes a finding of Not Guilty By Reason of Insanity or incompetent to stand trial in a criminal proceeding but does not include a temporary Emergency Protective Custody (EPC)? If yes, please provide dates, times and charge(s).  Yes  No  
\_\_\_\_\_
- ◇ Have you been discharged from the armed forces under dishonorable conditions? A dishonorable discharge or the “dismissal” of an officer from the armed forces are punitive and are considered to be under dishonorable conditions by federal authorities. If yes, please provide branch of service, term of service and discharge/separation date.  Yes  No  
\_\_\_\_\_
- ◇ Have you ever renounced your United States citizenship?  Yes  No
- ◇ Have you ever been the subject of a court order prohibiting contact with intimate partner or child of partner if the order was issued after a hearing with actual notice and opportunity to participate and if the order includes a finding that the person represents a credible threat and explicitly prohibits the use of physical force. (These can be from any state and may be called by a variety of names including: restraining orders, domestic restraining orders, protective orders, or harassment orders. Whatever they are called, they must meet the same tests of a hearing with notice and opportunity, a finding of a threat, and a prohibition of use of physical force.)?  Yes  No
- ◇ Have you ever been convicted in any court of a misdemeanor crime of domestic violence.  Yes  No
- ◇ Have you ever plead guilty or no contender or been convicted of a felony or crime of violence in any jurisdiction.  Yes  No
- ◇ Have you ever been adjudged mentally incompetent or have been found to be mentally ill and dangerous? Emergency protective custody (EPC) does not disqualify an applicant unless it is followed by formal proceedings or treatment. (Note that there are no time restrictions on the disqualification for this item under federal law 18 U.S.C. 922).  Yes  No

- ◇ Have you ever had any violations of any law relating to firearms, unlawful use of a weapon, or controlled substances in Nebraska or any other jurisdiction in the past ten (10) years? (Violations which disqualify include felonies, misdemeanors, infractions and violations of city ordinances).  Yes  No
- ◇ Are you on parole, probation, house arrest, or work release for any type of offense of any degree? This disqualification does not include pre-trial diversion unless it is from a jurisdiction which requires the offender to enter a guilty plea before diversion.  Yes  No
- ◇ Have you been a resident of the state of Nebraska for the past one hundred eighty (180) days?  Yes  No
- ◇ Do you possess the eyesight necessary for a Class "O" operator's license - the standard license for automobiles?  Yes  No
- ◇ Are you at least 21 years of age?  Yes  No
- ◇ Are you a citizen of the United States?  Yes  No
- ◇ Have you successfully completed an approved training program?  Yes  No  
Where, when, instructor? \_\_\_\_\_

\*Pursuant to the Federal Privacy Act of 1974, we are requesting voluntary disclosure of the social security number from applicants for the sole purpose of processing criminal history background checks. This number is currently used in the system to assist in proper identification when there are other individuals with the same name. A permit will not be denied solely because an individual declines to disclose his or her social security number. Applications not containing social security number may take significantly longer to process because other means may be required to ensure proper record identification.

If replacement application, list date, location, and statement of facts and circumstances surrounding stolen or lost permit. Please include damaged permit, if available. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**I swear or affirm that the information I have provided on this application is complete and accurate.**

*Warning: Providing false identification or false information on this application is a Class IV felony.*

Signature \_\_\_\_\_

***Acknowledgement***

State of Nebraska

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ by  
(date)

\_\_\_\_\_  
 (name of person acknowledged)

\_\_\_\_\_  
 Notary Public Signature

Affix Seal Here

## Concealed Carry Handgun Permit Information

Permit applicants who have successfully passed an approved training course will be required to visit one of the Nebraska State Patrol Troop Area Headquarters or the Criminal Identification Division in Lincoln to apply for a concealed handgun permit.

Applications forms will be available at each Troop Area Headquarters and on the Nebraska State Patrol web-site at <http://www.nsp.state.ne.us>. Application forms can also be mailed from the Criminal Identification Office upon request by phoning 402-471-4545. Applicants are advised to obtain the application form in advance if possible because the form must be notarized, and notaries may not always be available at Troop Area Headquarters.

Troop A Headquarters  
4411 S 108th St  
Omaha NE  
402-331-3333

Troop D Headquarters  
300 W South River Rd  
North Platte NE  
308-535-8047

Troop B Headquarters  
1401 Eisenhower Ave  
Norfolk NE  
402-370-3456

Troop E Headquarters  
4500 Avenue I  
Scottsbluff NE  
308-632-1211

Troop C Headquarters  
3431 Old Potash Highway  
Grand Island NE  
308-385-6000

Criminal Identification Division  
3800 NW 12th Street  
Lincoln NE  
402-471-4545

### Application Process

Applicant fingerprints, photograph and signature: A color photograph required for the permit will be taken by the Nebraska State Patrol. Fingerprints of the applicant will be obtained at the time of application by utilizing the livescan equipment of the Nebraska State Patrol's Automated Fingerprint Identification System (AFIS) if that equipment is available at the application site. If this equipment is not available, the applicant shall be fingerprinted on two legible fingerprint cards.

The applicable fee: The permit fee is \$100.00. The fee shall be paid with the application and shall be paid in cash or check made payable to the Nebraska State Patrol. When it becomes feasible, payment may also be made with debit or credit cards approved by the Nebraska State Patrol. If a permit is not issued to the applicant, the permit application fee will be refunded to the applicant less the current charge for the required state and federal criminal history record check.

An application which is not complete or legible will not be processed. A notice of deficiency will be mailed to the applicant who will have twenty (20) calendar days to submit information or documents to correct the deficiency. If the deficiency is not corrected within this time period, the application and monies will be refunded to the applicant who will then have to reinstate the application process to obtain a permit.

***Applicant must submit the following at time of application:***

- The completed and notarized application form**
- Proof of training** by providing either the original or a certified copy of a certificate of completion of a Handgun Training and Safety Course approved by the Nebraska State Patrol. Requirements for the training and safety course are found in Section 027 of the regulations. Members of the active or reserve armed forces or members of the National Guard may meet this requirement with documentation that they have completed handgun training within the previous three (3) years which meets the minimum safety and training requirements for the Handgun Training and Safety Course approved by the Nebraska State Patrol. An applicant for a permit who is certified as an instructor for the Handgun Training and Safety Course and who has actually taught the course may sign his or her own certificate of completion of training without attending a class taught by another instructor
- Proof of vision** as evidenced on a current Nebraska motor vehicle operator's license or a current statement by a Nebraska licensed ophthalmologist or optometrist certifying that the applicant has been tested and meets the vision requirements prescribed for a Class "O" operator's license - the standard for automobiles ( Nebraska Revised Statutes § 60-4,118).
- Proof of identification** may include current Nebraska motor vehicle operator's license, a Nebraska identification card issued by the Nebraska Department of Motor Vehicles, or a current military identification card
- Proof of citizenship** can be a birth certificate showing birth in the United States, a copy of naturalization papers, a Certificate of Citizenship issued by the United States Immigration authorities, or a United States passport.
- Proof of address**
- A signature**
- The applicable fee**

At the time of the application submittal, the applicant will be fingerprinted. The concealed handgun permit will bear permit holder's photograph and signature. During the initial visit to the Nebraska State Patrol Troop Area Headquarters, a photograph will be taken and signature will be captured for adherence to the permit upon issuance.

**An applicant must meet and maintain the following requirements:**

- Be at least twenty-one (21) years of age
- Not be prohibited from purchasing or possessing a handgun by 18 U.S.C. 922 as that section existed on January 1, 2005
- Have had no convictions in any court of a crime punishable by imprisonment for more than one year (generally felony offenses)
- Not currently a fugitive from justice
- Not an unlawful user or addicted to a controlled substance under 21 U.S.C. 802 Section 102 (this does not require a conviction)

- Have not been adjudicated as a mental defective or commitment to a mental institution – this includes a finding of Not Guilty By Reason of Insanity or incompetent to stand trial in a criminal proceeding but does not include a temporary Emergency Protective Custody (EPC). (Note that there are no time limits on this section)
- Have not been discharge from the armed forces under dishonorable conditions – a dishonorable discharge, or the “dismissal” of an officer from the armed forces adjudged by a general court-martial. Both are punitive and are considered to be under dishonorable conditions by federal authorities
- Have not renounced United States citizenship
- Not subject of a court order prohibiting contact with intimate partner or child of partner if the order was issued after a hearing with actual notice and opportunity to participate and if the order includes a finding that the person represents a credible threat and explicitly prohibits the use of physical force against the intimate partner or child
- Have had no convictions in any court of a misdemeanor crime of domestic violence
- Must possess the eyesight necessary for a Class “O” operator’s license - the standard for automobiles
- Not have plead guilty or no contender or been convicted of a felony or crime of violence in any jurisdiction
- Not currently been adjudged mentally incompetent or have been found to be mentally ill and dangerous in the past ten (10) years. Emergency protective custody (EPC) does not disqualify an applicant unless it is followed by formal proceedings or treatment
- Current resident of the State of Nebraska having been a resident for at least the past one hundred eighty (180) days
- Have had no violations of any law relating to firearms, unlawful use of a weapon, or controlled substances in Nebraska or any other jurisdiction in the past ten (10) years. (Violations which disqualify include felonies, misdemeanors, infractions and violations of city ordinances)
- Not be on parole, probation, house arrest, or work release for any type of offense of any degree. This disqualification does not include pre-trial diversion unless it is from a jurisdiction which requires the offender to enter a guilty plea before diversion
- Be a citizen of the United States
- Have successfully completed an approved training program

### **Issuance of Permit**

If the application for a permit to carry a concealed handgun is complete and all accompanying documentation is submitted, a permit will be issued to the applicant by the Nebraska State Patrol within five (5) business days after the completion of the criminal history record check, so long as the record check reveals no disqualifying information and applicant meets all of the requirements of the Act and the regulations.

A permit holder may request to pick up the replacement permit in person or it shall be mailed to the address provided on the permit application.

### **Permit Renewal Information**

The fee for a renewal permit is \$50.00. The fee shall be paid with the application and shall be paid in cash or check made payable to the Nebraska State Patrol. When it becomes feasible, payment may also be made with debit or credit cards approved by the Nebraska State Patrol.

Permit holders wishing to renew a permit to carry a concealed handgun may do so any time within the four (4) months prior to expiration of the initial permit at any Nebraska State Patrol Troop Headquarters or office provided by the patrol for purposes of accepting such applications.

An application for renewal must be completed by permit holder affirming that the permit holder still meets all current requirements for obtaining a permit. The application must be accompanied with the appropriate fee. The permit will be renewed and reissued within five (5) business days of receipt of the application valid for a five year period from the date of expiration of the initial permit.

A current photograph will be required with the renewal application.

A permit holder letting an initial permit expire without applying for a renewal will be required to apply for another initial permit and meet all of the requirements for an initial permit.

### **Lost/Stolen or Damaged Permit Replacement**

A permit holder whose permit is lost, stolen, or damaged shall notify the Nebraska State Patrol in writing within ten (10) days of determining that the permit is lost, stolen, or damaged. When notified of a lost, stolen, or damaged permit, the Nebraska State Patrol shall cancel the permit. The permit holder shall not carry a concealed weapon until the Nebraska State Patrol issues a replacement.

A permit holder may obtain a replacement permit by submitting a written request for a replacement. The replacement request shall require a statement about the facts and circumstances surrounding the "lost, stolen or damaged" permit. If the applicant still meets the requirements for a permit, the Nebraska State Patrol shall issue a replacement permit within five (5) working days of receiving the request. The replacement permit shall have the same expiration date as the initial or renewed permit.

A permit holder whose permit is damaged may return the damaged permit to the Nebraska State Patrol Concealed Handgun Permit Program with the permit holder's written request for a replacement permit.

The Concealed Handgun Permit Application provides the method for applying for a replacement card by indicating that the applicant is making such application in the upper right hand corner of the application. A space is being provided directly above the signature for applicant to provide statement about the facts and circumstances surrounding the "lost, stolen or damaged" permit.

If a peace officer seizes a permit as evidence of a violation for a criminal case or a revocation proceeding, the officer shall notify the Nebraska State Patrol Concealed Handgun Permit Program immediately so that the permit will not be replaced as lost or stolen upon application by the permit holder. A form for this purpose will be available on the Nebraska State Patrol web-site at <http://www.nsp.state.ne.us>.

### **Change of Name or Address**

Permit holders who change name or address are required to notify the Nebraska State Patrol Concealed Handgun Permit Program in writing within thirty (30) days of the change in name or address.

A permit holder may obtain a replacement permit by returning the current permit to the Nebraska State Patrol Concealed Handgun Permit Program and submitting a written request for a replacement permit. The Concealed Handgun Permit Application provides the method for applying for a replacement card by indicating that the applicant is making such application in the upper right hand corner of the application. A space is being provided directly above the signature for applicant to provide statement about the facts and circumstances surrounding the "lost, stolen or damaged" permit.

If the applicant still meets the requirements for a permit, the Nebraska State Patrol shall issue a replacement permit within five (5) working days of receiving the request. The replacement permit shall have the same expiration date as the initial or renewed permit.

A permit holder may request to pick up the replacement permit in person or it shall be mailed to the address provided on the permit application.

A permit holder moving to another state shall return the permit to the Nebraska State Patrol Concealed Handgun Permit Program for cancellation.

### **Obligations and Responsibilities While Carrying**

At all times while carrying a concealed handgun, a permit holder shall carry the concealed handgun permit; and Nebraska driver's license, Nebraska-issued state identification card, or military identification card and display it to any peace officer or emergency service personnel upon request.

Violation of this provision is a Class III misdemeanor for the first offense and a Class I misdemeanor for a second or subsequent offense.

A permit holder carrying a concealed handgun who is officially contacted by any peace officer or emergency services personnel must immediately inform the peace officer or emergency service personnel of the concealed handgun unless physically unable to do so.

A peace officer or emergency service personnel making contact with the permit holder may determine that securing the handgun is necessary for the safety of any person present. If requested, the permit holder must immediately surrender or secure the handgun for safekeeping as ordered by the peace officer or emergency service personnel until a determination has been made that there is no concern for safety and that the permit holder will not be detained for law violations or medical treatment. If the permit holder is transported for treatment by emergency service personnel, the handgun is to be turned over to a peace officer as soon as it is feasible to do so. The peace officer will provide the permit holder with a receipt for the handgun which will include make, model, caliber, and serial number.

A permit holder shall not carry a concealed handgun while consuming alcohol or while there is any previously consumed alcohol or controlled substance as defined in Nebraska Revised Statutes § 28-401 of the statutes in his or her blood, urine, or breath unless the controlled substance was lawfully obtained and taken in therapeutically prescribed amounts.

A permit holder must continue to meet all of these requirements for issuance of a permit during the time he or she holds a permit.

A permit holder no longer meeting the requirements for a permit is required to return the permit to the Nebraska State Patrol for cancellation. A permit holder who fails to return the permit is subject to the formal revocation process described in Section 012 of the regulations

If a permit holder dies or becomes disabled, relatives or other responsible parties are requested to return the permit to the Nebraska State Patrol for cancellation. Permits can not be transferred to another person. No fees will be refunded for permits which are cancelled or revoked.

### **Reporting Injuries and Damage Caused By Firearm of Permit Holder**

Any injury to a person or damage to property resulting from the discharge of a handgun carried by a permit holder must be reported by the permit holder to the Nebraska State Patrol within ten (10) days of the incident. The form for making such a report will be available on the Nebraska State Patrol website at <http://www.nsp.state.ne.us/> and can be downloaded for use in complying with this requirement. The report will not be required for minor property damage of minimal significance – see the definitions of property damage found in Section 002.11 of the regulations. A report is required for malicious damage inflicted with a handgun.

### **Denials**

If applicant does not meet the qualifications, the applicant will be notified by mail by the Nebraska State Patrol indicating the reason for denying issuance of the permit.

Nebraska State Patrol will wait a period of ten (10) days to allow time for applicant to resolve the disqualification. Should the applicant not resolve the disqualification, the permit application fee will be refunded to the applicant less the current charge for the required state and federal criminal history record checks.

### **Rights of Persons Denied Concealed Handgun Permit**

An individual denied a permit may petition for an administrative hearing under the Administrative Procedures Act.

Within ten (10) working days of receipt of the letter of denial, persons denied a permit by the Nebraska State Patrol may file a request for an administrative due process hearing to review the decision to deny the permit. A request shall be considered timely filed if placed in the United States mail with sufficient postage, properly addressed to the Nebraska State Patrol, Concealed Handgun Permit Program, PO Box 94907, Lincoln, Nebraska 68509 within fourteen (14) working days of the mailing of the letter of denial to the applicant by the Nebraska State Patrol.

If a hearing is requested, it shall be held pursuant to the Nebraska Administrative Procedures Act and the Nebraska State Patrol Rules and Regulations pertaining to administrative hearings (Title 272 - Chapter 1). The petitioner (applicant) must specify through pleadings or at a prehearing conference what aspect of the decision is being challenged.

The scope of the hearing shall include a review of the accuracy of the information used in making the decision to deny a permit. The State Patrol has the burden of going forward with evidence to show why the permit application was denied. A decision shall be made by the Superintendent within fifteen (15) working days of the hearing.



Appeals from the Superintendent's decision shall be filed in the District Court of either the county in which the applicant resides or the county in which the applicant applied for a permit in accordance with the procedures set forth in the Nebraska Administrative Procedures Act.

No hearing will be afforded those failing to successfully complete an approved training program. Any disagreement with the training program should be addressed with the director of the training program. If there is reason to believe that the training program is not following the training guidelines or is misapplying the law, such allegations should be brought to the attention of the Superintendent of the Nebraska State Patrol.

### **Concealed Handgun Permit Revocation**

Any peace officer having probable cause to believe that a permit holder is no longer in compliance with any of the requirements for a permit found in Section 005 of the regulations shall bring an application for revocation of the permit to the County Attorney in the county in which the permit holder resides.

This action is to be prosecuted as a civil case by either the County Attorney or by the Attorney General in the event the County Attorney refuses or is unable to pursue the prosecution. Persons prosecuted under this provision are subject to revocation of their permit, an administrative fine of up to one thousand dollars (\$1,000) and the costs of prosecution.

### **Reapplication After Denial or Revocation**

A new application for a permit to carry a concealed handgun will automatically be denied if received from an individual who has previously been denied a permit or whose permit has been revoked, unless the disqualification has been remedied. The individual has the burden to document that the disqualification has been removed.