



Murray County Sheriff's Office



PERMIT TO CARRY - APPLICATION INSTRUCTIONS

1. Complete application - signed and dated in **three (3)** locations. Date must reflect the actual date you submit your application.
2. Accurate and clear photocopy of certificate, affidavit, or other document must be submitted as the applicant's evidence of training in the safe use of a pistol. The certificate must be signed by the instructor and attest that the applicant attended and completed the course. You may also bring in your original documentation and we will make a photocopy for you.
3. Accurate and clear photocopy of your driver's license, state identification card or the photo page of your passport (must be 21 years of age). You may also bring in your original driver's license, state identification card or your passport and we will make a photocopy for you.
4. All applications must be submitted in person.
5. There is a \$75.00 application fee for new permits. A renewal 90 days prior to expiration is a \$75.00 fee and a renewal after permit expiration date but within 30 days is a \$75.00 fee.
 - Make your check payable to "Murray County".
 - The permit is valid for five (5) years.
 - Upon receipt of the application requirements and fee, the Sheriff's Office will provide a signed receipt for payment indicating the date of submission.

MAINTAINING YOUR PERMIT:

Within 30 days after changing permanent address, or within 30 days of having lost or destroyed a permit card, the permit holder must notify the issuing the Murray County Sheriff's Office of the change, loss, or destruction. **Failure to provide notification as required is a petty misdemeanor.**

After notice is given, a permit holder may obtain a replacement permit card by paying \$10 to the Sheriff's Office. The request for a replacement permit card must be made on an official, standardized application adopted for this purpose,

And, (except in the case of an address change)

Must include a notarized statement that the permit card has been lost or destroyed.

There is no requirement to obtain a new card for a change of address; you are only required to report the change. However, if you would like a new card with your new address on the card, then you must follow the above procedure (excluding the notarized statement) and pay the \$10 fee.

Permit Applications Must Be Dropped Off During Regular Office Hours

Monday – Friday, 8:00 am – 4:00 pm

Applications will NOT be accepted on evenings, weekends or holidays