# CONCEALED PISTOL LICENSE GUIDE AND RENEWAL APPLICATION

Please refer to this guide to complete the Concealed Pistol License (CPL) Application found on pages 5-6. The information within this guide is required to be provided to CPL applicants.

A complete copy of the firearms laws of this state shall be furnished to an individual upon filing an application. Individuals may view a complete copy of the firearms laws of this state on the Michigan Legislature's website at www.legislature.mi.gov/publications/firearms.pdf, the Michigan State Police's (MSP) website at www.michigan.gov/firearms, or by visiting a local library.

## CPL Requirements

### A. State Requirements

An applicant for a Michigan CPL must:

1. Be at least 21 years of age.
2. Be a citizen of the United States or an alien lawfully admitted into the United States.

   **Note:** A county clerk shall not issue a license if the applicant is not a United States citizen and it has been verified through the United States Immigration and Customs Enforcement databases that the applicant is an illegal alien or nonimmigrant alien pursuant to Michigan Compiled Law (MCL) 28.426.
3. Be a legal resident of Michigan and reside in Michigan for at least six months immediately prior to application. An applicant is a resident of Michigan if at least one of the following applies:
   - The applicant possesses a valid, lawfully obtained Michigan driver's license or official Michigan personal identification card.
   - The applicant is lawfully registered to vote in Michigan.
   - The applicant is on active-duty status with the United States Armed Forces and is stationed outside of Michigan, but Michigan is the applicant's home of record.
   - The applicant is on active-duty status with the United States Armed Forces and is permanently stationed in Michigan, but the applicant's home of record is another state.

   **Note:** The county clerk shall waive the six-month residency requirement if one of the following applies:
   - For an emergency license, if the applicant is a petitioner for a personal protection order issued under MCL 600.2950 or MCL 600.2950a.
   - For an emergency license, if the county sheriff determines that there is clear and convincing evidence to believe that the safety of the applicant or the safety of a member of the applicant's family or household is endangered by the applicant's inability to immediately obtain a license to carry a concealed pistol.
   - For a new resident, if the applicant holds a valid CPL issued by another state at the time the applicant's residency in this state is established.
4. Have knowledge and training in the safe use and handling of a pistol by successfully completing an appropriate pistol safety training course or class.
5. Not be subject to an order or disposition for any of the following:
   - Involuntary hospitalization or involuntary alternative treatment.
   - Legal incapacitation.
   - Personal protection order.
   - Bond or conditional release prohibiting purchase or possession of a firearm.
   - Finding of not guilty by reason of insanity.
   - Extreme risk protection order.
6. Not be prohibited from possessing, using, transporting, selling, purchasing, carrying, shipping, receiving, or distributing a firearm under MCL 750.224f.
7. Not have been convicted of a felony or adjudicated as a juvenile of a felony in Michigan or elsewhere, and a felony charge against the applicant is not pending in Michigan or elsewhere at the time he or she applies for a CPL.
8. Not have been dishonorably discharged from the United States Armed Forces.
9. Not have been convicted of a misdemeanor or adjudicated as a juvenile of a misdemeanor violation of any of the following in the eight years immediately preceding the date of the application and a charge for a misdemeanor violation of any of the following is not pending against the applicant in this state or elsewhere at the time he or she applies for a CPL:
   - MCL 257.617a, failing to stop when involved in a personal injury accident.
   - MCL 257.625, operating while intoxicated or with any presence of a Schedule 1 controlled substance or cocaine,

punishable as a second offense under MCL 257.625(9)(b).

- MCL 257.625m, operating a commercial motor vehicle with alcohol content, punishable as a second offense under MCL 257.625m(4).
- MCL 257.626, reckless driving.
- MCL 257.904(1), operating while license suspended/revoked/denied or never applied for a license, punishable as a second or subsequent offense.
- MCL 259.185, operating an aircraft while under the influence of intoxicating liquor or a controlled substance with prior conviction.
- MCL 290.629, hindering or obstructing certain persons performing official weights and measures duties.
- MCL 290.650, hindering, obstructing, assaulting, or committing bodily injury upon director of the Department of Agriculture or authorized representative of the director.
- MCL 324.80176, operating a vessel under the influence of alcoholic liquor or a controlled substance, or with an unlawful blood alcohol content, punishable as a second or subsequent offense under MCL 324.80177(1)(b).
- MCL 324.81134, operating an off-road vehicle (ORV) under the influence of alcoholic liquor or a controlled substance, or with an unlawful alcohol content, punishable as a second or subsequent offense under MCL 324.81134(8)(b).
- MCL 324.82127, operating a snowmobile under the influence of alcoholic liquor or a controlled substance, or with an unlawful blood alcohol content, or with any presence of a Schedule 1 controlled substance or cocaine, punishable as a second or subsequent offense under MCL 324.82128(1)(b).
- MCL 333.7403, possessing a controlled substance, controlled substance analogue, or prescription form.
- MCL 462.353, operating a locomotive under the influence of alcoholic liquor or a controlled substance, or while visibly impaired, punishable as a second offense under MCL 462.353(4).
- MCL 722.677, displaying sexually explicit matter to minors.
- MCL 750.81, assault or domestic assault.
- MCL 750.81a(1) or (2), aggravated assault or aggravated domestic assault.
- MCL 750.115, breaking and entering or entering without breaking.
- MCL 750.136b(7), fourth-degree child abuse.
- MCL 750.145n, vulnerable adult abuse.
- MCL 750.157b(3)(b), solicitation to commit a felony.
- MCL 750.215, impersonating a peace officer or medical examiner.
- MCL 750.223, illegal sale of a firearm or ammunition.
- MCL 750.224d, illegal use or sale of a self-defense spray or foam device.
- MCL 750.227c, improper transporting or possessing a loaded firearm in or upon a vehicle.
- MCL 750.229, accepting a pistol in pawn.
- MCL 750.232a, improperly obtaining a pistol, making a false statement on an application to purchase a pistol, or using or attempting to use false identification of another to purchase a pistol.
- MCL 750.233, intentionally pointing or aiming a firearm without malice.
- MCL 750.234, discharging a firearm while intentionally aimed without malice.
- MCL 750.234d, possessing a firearm on prohibited premises.
- MCL 750.234e, brandishing a firearm in public.
- MCL 750.234f, possession of a firearm in public by an individual less than 18 years of age.
- MCL 750.235, discharging a firearm pointed or aimed intentionally without malice causing injury.
- MCL 750.235a, parent of a minor who violates the Firearms Chapter of the Michigan Penal Code in a weapon-free school zone.
- MCL 750.236, setting a spring or other gun, or any trap or device.
- MCL 750.237, carrying, possessing, using, or discharging a firearm while under the influence of alcoholic liquor or a controlled substance, while having an unlawful alcohol content, or while visibly impaired.
- MCL 750.237a, weapon-free school zone violation.
- MCL 750.335a, indecent exposure.
- MCL 750.411h, stalking.
- MCL 750.520e, fourth-degree criminal sexual conduct.
- Former MCL 750.228, failure to have a pistol inspected.
- MCL 752.861, careless, reckless, or negligent use of a firearm resulting in injury or death.

- MCL 752.862, careless, reckless, or negligent use of a firearm resulting in property damage.
- MCL 752.863a, reckless discharge of a firearm.
- A violation of a law of the United States, another state, or a local unit of government of this state or another state substantially corresponding to a violation described above.

10. Not have been convicted of a misdemeanor or adjudicated as a juvenile of a misdemeanor violation of any of the following in the three years immediately preceding the date of application and a charge for a misdemeanor violation of any of the following is not pending against the applicant in this state or elsewhere at the time he or she applies for a CPL:
    - MCL 257.625, operating while intoxicated, visibly impaired, under 21 years of age with any bodily alcohol content, or with any presence of a Schedule 1 controlled substance or cocaine.
    - MCL 257.625a, refusal of commercial motor vehicle operator to submit to a preliminary chemical breath test.
    - MCL 257.625k, ignition interlock device reporting violation.
    - MCL 257.625l, circumventing or tampering with an ignition interlocking device.
    - MCL 257.625m, operating a commercial motor vehicle with alcohol content, punishable under MCL 257.625m(3).
    - MCL 259.185, operating an aircraft under the influence of intoxicating liquor or a controlled substance.
    - MCL 324.81134, operating an ORV under the influence of alcoholic liquor or a controlled substance, with an unlawful alcohol content, with any presence of a Schedule 1 controlled substance or cocaine, or while visibly impaired.
    - MCL 324.82127, operating a snowmobile under the influence of alcoholic liquor or a controlled substance, with an unlawful blood alcohol content, with any presence of a Schedule 1 controlled substance or cocaine, or while visibly impaired.
    - MCL 333.7401 to 333.7461, controlled substance violation.
    - MCL 462.353, operating a locomotive under the influence of alcoholic liquor or a controlled substance, while visibly impaired, or with an unlawful alcohol content, punishable under MCL 462.353(3).
    - MCL 750.167, disorderly person.
    - MCL 750.174, embezzlement.
    - MCL 750.218, false pretenses with intent to defraud or cheat.
    - MCL 750.356, larceny.
    - MCL 750.356d, second degree retail fraud.
    - MCL 750.359, larceny from vacant structure or building.
    - MCL 750.362, larceny by conversion.
    - MCL 750.362a, refuse or neglect to return vehicle, trailer, or other tangible property delivered on a rental or lease basis with intent to defraud the lessor.
    - MCL 750.377a, malicious destruction of personal property.
    - MCL 750.380, malicious destruction of real property.
    - MCL 750.535, buying, receiving, possessing, concealing, or aiding in the concealment of stolen, embezzled, or converted property.
    - MCL 750.540e, malicious use of service provided by telecommunications service provider.
    - A violation of a law of the United States, another state, or a local unit of government of this state or another state substantially corresponding to a violation described above.
11. Not have been found guilty but mentally ill of any crime and has not offered a plea of not guilty of, or been acquitted of, any crime by reason of insanity.
12. Is not currently and has never been subject to an order of involuntary commitment in an inpatient or outpatient setting due to mental illness.
13. Not have a diagnosed mental illness at the time the application is made that includes an assessment that the individual presents a danger to himself or herself or to another, regardless of whether he or she is receiving treatment for that illness.
14. Not be under a court order of legal incapacity in this state or elsewhere.
15. Have a valid state-issued driver's license or personal identification card.

**B. Federal Requirements**

Pursuant to MCL 28.426, a CPL may not be issued to a person prohibited under federal law from possessing or transporting a firearm as determined through the federal National Instant Criminal Background Check System (NICS). Questions regarding the NICS check should be directed to the Federal Bureau of Investigation (FBI) NICS Section at 1-877-FBI-NICS (877-324-6427).

## Renewal Application Process

1. An application to renew a CPL may be submitted to the county clerk, through the CPL renewal website at

www.michigan.gov/cplrenewal, or by first-class mail to the MSP, not more than six months before, nor one year after, the expiration of the current CPL. Please make check payable to "State of Michigan." The mailing address is:

Michigan State Police
Attn: Concealed Pistol License Unit
P.O. Box 30634
Lansing, Michigan 48909

2. A CPL is valid until the applicant's date of birth that falls not less than four years or more than five years after the license is issued or renewed.
3. CPL holders will be notified that their license is approaching expiration by their county clerk between three to six months prior to the expiration of their current license.
4. Upon paying the renewal application and license fee of $115.00, the applicant will be issued a receipt. If renewed prior to expiration, this receipt, when carried with the expired license, shall serve as a valid CPL until the new license or notice of statutory disqualification is received. For the purposes of Michigan law, the receipt is considered to be part of the CPL until a renewal is issued or denied.
5. Possession of this receipt and expired CPL does not exempt the holder from the requirement to obtain a license to purchase a pistol or exempt a firearms dealer from running a background check prior to the sale of a pistol.
6. An application is considered a renewal if the applicant has previously received a CPL in compliance with the training requirements set forth in Michigan law effective July 1, 2001, and the previous license has not been expired more than one year.
7. An applicant applying for a renewal is not required to have fingerprints taken again if the applicant's fingerprints have been submitted to and are maintained by the MSP. Fingerprints have been maintained by the MSP since January 1, 2006.
8. The applicant shall sign the statement on the application certifying that he or she has completed at least three hours of review of the required training and has had at least one hour of firing range time in the six months immediately preceding the renewal application.

## Pistol Safety Training

The applicant must certify that he or she has completed at least:

- Three hours of review of the training described as required in MCL 28.425b(7)(c).
- One hour of firing range time in the six months immediately preceding the renewal application.

The educational and firing range requirements of this subsection are met if the applicant certifies on the renewal application form that he or she has complied with the requirements of this subsection. An applicant is not required to verify the statements made under this subsection and is not required to obtain a certificate or undergo training other than as required by this subsection.

## Denials

If the county clerk issues a notice of statutory disqualification, the county clerk must within five business days do all the following:

1. Inform the applicant in writing of the reasons for the disqualification that includes a statement of each statutory disqualification identified, the source record for each statutory disqualification identified, and the contact information for the source of the record for each statutory disqualification identified.
2. Inform the applicant that he or she should contact the source of the record for any statutory disqualification to correct any errors in the record resulting in the statutory disqualification.
3. Inform the applicant in writing of his or her right to appeal the notice of statutory disqualification to the circuit court of jurisdiction.

## Appeals

1. An applicant may appeal the notice of statutory disqualification, failure to issue a receipt, or failure to issue a license to the circuit court in the judicial circuit in which he or she resides. The appeal shall be determined by a review of the record for error.
2. If the circuit court determines the notice of statutory disqualification, failure to issue a receipt, or failure to issue a license was clearly erroneous, the court shall order the county clerk to issue a receipt or CPL as required by Michigan law.
3. If the court determines the decision to deny issuance of a receipt or CPL to an applicant was arbitrary and capricious, the court shall order the county clerk, entity taking fingerprints, or the state, to pay the actual costs and actual attorney fees of the applicant in appealing the denial, according to each entity's degree of responsibility.
4. If the court determines an applicant's appeal was frivolous, the court shall order the applicant to pay the actual costs and actual attorney fees of the county clerk, entity taking fingerprints, or the state in responding to the appeal.

# CONCEALED PISTOL LICENSE RENEWAL APPLICATION

## I. Renewal License Information

| CPL Number | CPL Expiration Date | Issuing County | Name on Previous License |
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## II. Applicant Information

| Last Name | First Name | Middle Name | Suffix | Date of Birth |
|---|---|---|---|---|
| | | | | |

Previous Names, Aliases, or Maiden Names

| Race | Sex | Hair Color | Eye Color | Height | Weight |
|---|---|---|---|---|---|
| | | | | | |

| Social Security Number (Voluntary) | Driver's License/Personal ID Number | Issuing State |
|---|---|---|
| | | |

| Residence Address | City | State | Zip Code | County |
|---|---|---|---|---|
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| Mailing Address (If different than above) | City | State | Zip Code |
|---|---|---|---|
| | | | |

| Phone Number | Email Address (Voluntary) |
|---|---|
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| U.S. Citizen ☐ YES ☐ NO | If you are not a U.S. citizen, answer the questions below: | | | |
|---|---|---|---|---|
| | Place of Birth | Legal Immigrant Alien ☐ YES ☐ NO | Alien Registration Number | Country of Citizenship |
| | | | | |

Are you lawfully registered to vote in Michigan? ☐ YES ☐ NO

Are you on active-duty status with the United States Armed Forces, stationed outside of Michigan, but your home of record is in Michigan? ☐ YES ☐ NO

Are you on active-duty status with the United States Armed Forces, permanently stationed in Michigan, but your home of record is outside of Michigan? ☐ YES ☐ NO

## III. Training Requirement and Exemptions

1. Do you certify that you have completed at least three hours of review of the required training and at least one hour of firing range time in the six months immediately preceding this application pursuant to MCL 28.425b(7)(c)? ☐ YES ☐ NO
2. Are you a retired police officer or retired law enforcement officer? If yes, acceptable proof must be provided to the county clerk pursuant to MCL 28.425b(22)(a). ☐ YES ☐ NO
3. Are you exempt from prohibited premises pursuant to MCL 28.425o? If yes, acceptable proof must be provided to the county clerk pursuant to MCL 28.425b(22)(a). ☐ YES ☐ NO

## IV. Survey

4. Have you ever been convicted of a felony or adjudicated as a juvenile of a felony in this state or elsewhere? ☐ YES ☐ NO
5. Do you have a felony charge pending in this state or elsewhere? ☐ YES ☐ NO
6. Have you been convicted of a misdemeanor or adjudicated as a juvenile of a misdemeanor violation, or have a misdemeanor charge pending, of any offense listed in Section A.9 of the CPL Guide in the eight years immediately preceding this application? ☐ YES ☐ NO
7. Have you been convicted of a misdemeanor or adjudicated as a juvenile of a misdemeanor violation, or have a misdemeanor charge pending, of any offense listed in Section A.10 of the CPL Guide in the three years immediately preceding this application? ☐ YES ☐ NO

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|---|---|---|
| 8. | Do you have a personal protection order against you or have you been released by a judge or a district court magistrate subject to protective conditions? | ☐ YES ☐ NO |
| 9. | Have you ever been found guilty but mentally ill of any crime or offered a plea of not guilty of, or been acquitted of, any crime by reason of insanity? | ☐ YES ☐ NO |
| 10. | Are you now, or have you ever been, subject to an order of involuntary commitment in an inpatient or outpatient setting due to a mental illness? | ☐ YES ☐ NO |
| 11. | Do you have a diagnosed mental illness that includes an assessment that you present a danger to yourself or another, regardless of whether you are receiving treatment for that illness? | ☐ YES ☐ NO |
| 12. | Are you under a court order of legal incapacity in this state or elsewhere? | ☐ YES ☐ NO |
| 13. | Have you ever been dishonorably discharged from the United States Armed Forces? | ☐ YES ☐ NO |

## V. Agreement and Certification

By signing below, you acknowledge the following statements are true:

- I have read the information provided on carrying a concealed pistol and obtaining a Michigan CPL. I meet all the criteria for obtaining a CPL and I do not have a history of mental illness that would disqualify me from obtaining a CPL under the Firearms Act, 1927 PA 372, as amended.
- I give authority to the MSP to access any record needed to perform its required verification through the Law Enforcement Information Network and the NICS.
- I understand that my personal information, and biometric data being submitted by Livescan, will be used to search against identification records from both the MSP and FBI for the purpose of verifying my eligibility to obtain a CPL. I hereby authorize the release of my personal information for such purpose and release of any records found by the MSP.
- During the processing of this application, and for as long as my fingerprints and associated information/biometrics are retained by the state and/or FBI, they may be disclosed without my consent as permitted by MCL 28.248 and the Privacy Act of 1974, 5 USC § 552a, for all applicable routine uses published by the FBI, including the Federal Register and for the routine uses for the FBI's Next Generation Identification. Routine use includes, but is not limited to, disclosure to governmental or authorized nongovernmental agencies responsible for employment, contracting, licensing, security clearances, and other suitable determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety. I understand this new application is executed under oath and swear or affirm under penalty of law that the above answers are true and correct to the best of my knowledge.
- **I understand that intentionally making a false statement on this application is a felony punishable by imprisonment for not more than four years or a fine of not more than $2,500.00, or both.**
- I have been provided with a copy of the compilation of the Firearms Laws of Michigan created by the Legislative Services Bureau and forms to appeal any notice of statutory disqualification, or suspension or revocation of a license under this act.

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| **Applicant's Signature** - When applying by mail, you must sign before mailing. When applying in-person, do not sign until instructed to do so by the county clerk or their representative. | Date |
| **Witness' Signature** (County Clerk or Representative) | Date |