



Watertown Police Department

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*Joshua N. Bernegger
Chief of Police*

*Renee Dominguez
Deputy Chief*



Directions to Apply for CT Pistol Permit:

- Complete ENTIRE Application.
 - Application needs to be notarized.
 - Pre-register for your fingerprints within the Connecticut Criminal History Request System. <https://ct.flexcheck.us.idemia.io/CCHRSPreEnroll/>
 - Watertown CT Pistol Permit Code is **7E61-8E6E**. Follow instructions within the portal to complete the pre-registration and payment process.
 - At the end of the pre-registration and payment process, you will receive an Applicant Tracking Number. The tracking number information will be emailed to the address provided in the registration process.
 - Submit your fingerprint card and the applicant tracking email confirmation with your application.
 - You will need to also include:
 - copy of your NRA Certificate
 - copy of Driver's License
 - copy of Passport or Birth Certificate.
 - Submit entire packet to the Watertown Police, Records Division, Monday – Friday 8 a.m. – 4 p.m.
 - You will be notified when your Temporary State Pistol Permit is ready to be picked up at the Watertown Police Department, Records Division. At that time, we will require \$70.00 cash or personal check made out to the Watertown Police Department.
 - If your Pistol Permit has been denied you will receive a certified letter in the mail explaining the reason for the denial.
- **Fingerprints will be offered on the 1st and 3rd Thursday of each month from 3:00 p.m. to 6:00 p.m. in the lobby of the Watertown Police Department on a first come basis (*no appointment required*). The fee for fingerprints is \$25.00. Fingerprints **MUST** be paid by cash, bank check, or money order payable to Biometric Identification Services at the time of fingerprinting. Credit cards and personal checks **WILL NOT** be accepted.**

The Watertown Police Department is a state accredited law enforcement agency with forty sworn officers, serving a community of 22,500, within approximately thirty square miles. The Watertown Police Department is a participating member of Water-Oak Crimestoppers – Tel. 860-945-9940