

PISTOL PERMIT PROCESS:

As of July 16, 2021, the State of Connecticut switched to an online portal where Applicants must PRE ENROLL for fingerprinting and pay the State fees (by a credit card payment) PRIOR to getting a fingerprint appointment.

You must call New Hartford Town Hall at 860-379-3389 and ask for a SERVICE CODE that will be needed to enter the online system. Do not share this service code with anyone.

Go online to <https://ct.flexcheck.us.idemia.io/cchrspreenroll>

Enter the Service Code and then check the confirmation that list Applicant Type and be sure it says pistol permit

Complete the information that is requested and when finished, SUBMIT PRE-ENROLLMENT

Continue to the payment screen where you will use your credit card to submit payment

If everything was done successfully, you will get a "SUCCESS: Your pre-enrollment has been submitted"

You will be assigned a tracking number. **This tracking number will need to be brought to the Police when you come for your fingerprint appointment.**

Also, you will get an email with a barcode – print this and bring it with you to your fingerprint appointment.

You also need to complete the paper temporary pistol permit application. The application is available at

<https://portal.ct.gov/-/media/DESPP/CSP/files/DPS-799-C.pdf>

or by calling town hall and requesting one – 860-379-3389.

CALL FOR A FINGERPRINT APPOINTMENT WHEN YOU HAVE COMPLETED ALL OF THE ABOVE. 860-379-3389 (Speak with Christine or Erin)