

Process to get your Concealed Handgun Permit

How do I apply for a Permit?

1. Take a class, NRA, military, security officer, police training, etc.
2. Go to the Circuit court of your county or city of residence.
3. Ask the Clerk of the Court for a "Concealed Handgun Permit Application." Fill out the application form and bring driver's license. (Clerk is a Notary)
4. While the speed that each jurisdiction processes the permit application differs,

If a permit is not issued in 45 days, the circuit court clerk MUST issue you a temporary 90-day permit until your regular permit is ready.

Documents required

You must have:

- Application Form.
- Proof of training. (Certificate from this class.)
- Photo ID (driver's license).
- Fingerprinting of concealed handgun permit applicants is a local option; some jurisdictions require it, some do not. **AS of July 1, 2006 fingerprints are NOT required for resident renewals.** Check with your local circuit court clerk for fingerprinting requirements. Non-residents are required to supply fingerprints.

Issuing authority

State Circuit Court of Residence (County or City Where you Live)
Virginia State Police for Non-Residents

Permit/License term

Your Permit is good for: 5 years

Approximate cost

No more than **\$50** by State Law for Residents and \$100 for Non-Resident

“NOTE”

DO NOT use your DD-214 to get your CHP. This document becomes
(Public Record) as well as your SSN# that is on your DD-214.