

APPLICATION FOR PERMIT TO ACQUIRE PISTOL OR REVOLVER

- 1) Fill out both sides.
- 2) Copy of DL or photo ID (passport, etc)
- 3) Money - \$ 25.00 cash, check or card – new Permits to Acquire
- 4) Money - \$ 15.00 cash, check or card – duplicate Permits to Acquire
- 5) Cards can be used to pay online via GovPayNet (or AllPaid after **JAN** 1).
- 6) Submit in mailbox outside courthouse, online email:
civil@gcso.gov or regular US. Mail. Can also call Sheriff's Office and we'll try to collect information outside. If use mailbox put S.O. on envelope so it doesn't go to Treasurer's Ofc.
- 7) The Sheriff's Office will then do a background check to see if you are eligible to acquire a weapon by doing a NICS check. Convicted Felons are prohibited by State Law and Federal Law to acquire weapons.
- 8) The State of Iowa prints the Permit to Acquire and you should receive it in 7-10 days if everything goes well.