

PROCEDURES FOR ACQUIRING A CONCEALED WEAPONS PERMIT

1. Apply at the Drivers License Office in the Sheriff's Office.
2. Complete application for a Concealed Weapons Permit.
3. Cost: \$39.75 when you apply.
4. Fingerprints will be taken at this time.
5. Fingerprints will be checked for Arrest & Criminal History by Idaho Bureau of Criminal Identification and the FBI.
6. When we receive the results from the background check, we will determine if you qualify to purchase a CWP.
7. Processing time varies; usually we get the results in less than 45 days.
8. We will send you a postcard, advising you that you are approved, and to come back to the Sheriff's Office.
9. When you come in we will take your picture, and issue the permit, the cost at that time is \$22.70.
10. The CWP is valid for 5 years; we will send you a reminder approximately 90 days before expiration.
11. Permits are transferable from county to county, and are valid in all of Idaho.
12. Renewals need to be done at least 30 days before expiration. You will need to complete the renewal application and pay \$20.00. Again it will be reviewed upon approval we will notify you by postcard. The cost will be \$17.70 at issue.
13. If your CWP is expired over 91 days late there will be a \$10.00 late fee.
14. If your CWP is expired more than 181 days you will be required to start the new application process.