

ARLINGTON POLICE DEPARTMENT

**FREDERICK RYAN**  
Chief of Police



POLICE HEADQUARTERS  
112 Mystic Street  
Telephone 781-316-3900

*Town of Arlington*  
MASSACHUSETTS 02474

January 19, 2011

Dear Firearms License Applicant,

The Arlington Police Department has an uncomplicated process for applying for a License to Carry Firearms (LTC) and Firearms Identification Cards (FID). Please complete the attached application and leave it with the Commanding Officer at the front desk or mail it to the following address:

Arlington Police Department  
Attn: Sergeant Michael Sheehan  
112 Mystic Street  
Arlington, Mass. 02474

It will take approximately one week to process your application after we receive it. Once the information is in the computer, the next step takes less than 15 minutes. Please call, **781-316-3943** to schedule an interview. Interviews are only scheduled on **Wednesdays and Thursdays from 10:00 AM to 3:30 PM**. Please bring with you at the interview, the required fee of \$100.00 dollars in a check made out to the Town of Arlington, along with proof of residency.

Every attempt will be made to keep the scheduled interviews, however the very nature of police work sometimes causes appointments to be canceled at the last minute.

**IMPORTANT: Please call 781-316-3943 to make an appointment. We do not accept walk-ins.**

Very truly yours,

**Sgt. Michael Sheehan**

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In most instances, License to Carry Firearms and Firearm Identification Cards will be issued for All Lawful Purposes.

**Any** violation of the Firearms Laws, or **any** other laws, by the holder of said LTC or FID, will cause an automatic review of your license status. This may affect your suitability to hold a LTC or FID Card, and could cause your license to be suspended or revoked by the Chief of Police.

The issuance of a Criminal Restraining Order pursuant to either Chapter 208 or 209 will affect the status of your LTC or FID.

The Chief of Police is the Licensing Authority. Sgt. Michael Sheehan is the contact person who supervises the processing of the licenses and he can be reached at 781-316-3943 if you have any questions.

NOTE: Pay close attention, especially to question #10. The question asks: **have you ever appeared in any court as a defendant for a criminal offense.** If you have, answer truthfully. An inaccurate answer can be considered perjury and will disqualify you for your license.

Also, there are certain statutory disqualifiers, which will make you ineligible to hold a LTC or an FID Card. These include, but are not limited to:

- Conviction of a Felony,
- Convictions of a misdemeanor, which is punishable by imprisonment for more than two years,
- A conviction of a violent crime, and
- An active restraining order.

If any of these circumstances apply to you, please reconsider making this application. In the case of a LTC, the Chief of Police has the authority to deny the applicant a license on the basis of his/her suitability.

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MASSACHUSETTS 02474

**LICENSE TO CARRY FIREARMS (LTCs)  
FIREARMS IDENTIFICATION CARDS (FIDs)**

**APPLICATION AND ISSUANCE PROCEDURES**

- A. The application **MUST** complete and deliver to me the completed three-page application prior to coming in for an interview.
- B. Allow us about five business days to complete this task, and then call the Firearms Licensing Telephone Number at 781-316-3943 to set up an appointment to come to the Record Bureau.
- C. After the above two steps have been taken, you need to appear in person with the following fees and applicable documents:
  - 1) A \$100.00 check, for LTCs and FID Cards. Restricted FIDs for pepper spray only are \$25.00, but the renewal is free. Renewal LTCs and FIDs for those applicants over 70 years of age are free as well.
  - 2) A Massachusetts Basic Firearms Safety Certificate issued by a certified Instructor is required for a first time LTC or FID Card. Renewal applicants need not produce this certificate. This is not necessary for restricted FIDs. (A list of Safety Course Instructors is included in this packet).
  - 3) Positive proof of identity and address is required. For renewals, make sure you have your old license with you.
  - 4) To be qualified to have a LTC or FID, you need to be a citizen of the United States. If you are a naturalized citizen, have a copy of your naturalization certificate available.
  - 5) LTC applicants must be 21 years of age or older. FID applicants need to be 18. If the applicant is between 15 and 18, a notarized, written, parental consent letter is required.
  - 6) The applicant must read and sign the Acknowledgement of the Limits of Deadly Force form contained in the package.

DEPARTMENT OF COMMUNITY SAFETY  
*Police Services Division*

Frederick Ryan  
Chief of Police



Police Headquarters  
112 Mystic Street  
Telephone 781-316-3900  
Facsimile 781-316-3919

*Town of Arlington*  
Massachusetts 02474

Below is a list of Certified Firearms Instructors

- |  |                       |
|--|-----------------------|
| 1. Raffaale J Bibbo, 3 Falconer Cr, Waltham, Ma  | 781 642 1474          |
| 2. Timothy F. Ready, 22 Sable Rd, Salem, Ma  | 978 745 1421          |
| 3. Barbara R Clorite-Ventura, PO Box 242, Bedford, Ma                                  | 781 893 0500          |
| 4. William Bookings, 4 Marcia Rd, Wilmington, Ma                                       | 978 657 7690          |
| 5. John F Monte, 41 Dane Ave, Somerville, Ma   | 617 776 0765          |
| 6. Robert E Lynch, Waltham   | 781 893 2461          |
| 7. David Wheeler, Mystic Valley Gun Club   | 781 322 7894 ext 1    |
| 8. Instructional Shooting, Inc. Lowell, Ma   | 1 800 984 GUNS (4867) |
| 9. Ronald Folger, 130 Lincoln Woods Rd, Waltham, Ma                                    | 781 622 1981          |
| 10. Dennis O'Cormier, Maynard Rod & Gun Club   | 978 897 9873 or 4724  |
| 11. Andover Sportmen's Club, Andover Ma  | 978 685 9768          |
| 12. Anthony Sciaraffa- Arlington, Ma   | 781 316 0042          |
| 13. Christopher P. Waites, Arlington, Ma   | 617 436 8846          |
| 14. Larry Forman , Billerica, Ma- <a href="http://www.coachlf.com">www.coachlf.com</a> | 978 670 0618          |
| 15. David M. Kelly- Arlington  | 617 803 2720          |

The Commonwealth of Massachusetts  
OFFICE OF THE  
District Attorney for Middlesex County  
Cambridge 02141

**ACKNOWLEDGMENT OF LIMITS ON THE USE OF DEADLY FORCE**

In accordance with the authority granted by Mass. G.L. 140 s 131, the licensing authority of the Town of Arlington has determined that every applicant for a license to carry firearms and every licensee shall be familiar with the legal limits on the use of deadly force under the laws of the Commonwealth of Massachusetts. Accordingly, all such applicants are required to read this memorandum and sign below certifying that they have read it. The applicant or licensee shall be given a copy of this memorandum at no charge.

**1: DEADLY FORCE BY CITIZEN IN ARRESTING A FELON**

The use of deadly force is not justified unless (1) the arrest is for a felony; and (2) the person effecting the arrest is authorized to act as a peace officer or is assisting a person whom he believes to be authorized to act as a peace officer; and (3) the actor reasonably believes that the force employed creates no substantial risk to innocent persons; and (4) the actor reasonably believes that; (a) the crime for which the arrest is made involved conduct including the use or threatened use of deadly force; and (b) there is substantial risk that the person to be arrested will cause death or serious bodily harm if his apprehension is delayed.

**2: DEADLY FORCE IN SELF - DEFENSE OR DEFENSE OF OTHERS**

**A: A General Rule**

Before a person may resort to deadly force he must; (1) have reasonable grounds to believe and believe that he is in imminent danger of death or serious bodily injury from which he can save himself of all proper means to avoid physical combat before resorting to the use of deadly force and; (2) use no more force that is reasonably necessary in all circumstances of the case.

B: Aiding a third party

A person may resort to deadly force to aid a third party when; (a) a reasonable person in the actor's position believes that it is necessary to intervene to protect the third party; and (b) in the circumstances as that reasonable person would believe them to be, the third party would be justified in using deadly force to protect himself. The reasonableness of the belief may depend ,in part, on the relationships between the parties.

C: In a Dwelling House

In the prosecution of a person who is an occupant of a dwelling charged with killing or injuring one who was unlawfully in said dwelling, it shall be a defense that the occupant was in his dwelling at the time of the offense and that he acted in the reasonable belief that the person unlawfully in said dwelling was about to inflict great bodily injury or death upon said occupant or upon another person lawfully in said dwelling , and that said occupant used reasonable means to defend himself or such other person lawfully in said dwelling .

I certify that I have read the above memorandum on the limits of the use of deadly force.

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Witness: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



The Commonwealth of Massachusetts  
Criminal History Systems Board

Firearms Record Bureau  
200 Arlington Street, Suite 2200  
Chelsea, MA 02150

FTN: \_\_\_\_\_

LIC #: \_\_\_\_\_

Application

FOR NEW/RENEWAL OF A FIREARMS IDENTIFICATION CARD OR  
LICENSE TO CARRY FIREARMS OR LICENSE TO POSSESS A MACHINE GUN  
(MGL C.140, s.129B AND s.131)

Please Check One

- New Applicant
- Renewal - Most Recent License to Carry/FID Number: \_\_\_\_\_  
Issued from Which City/Town? \_\_\_\_\_ MA Expiration Date: \_\_\_\_\_

\*NOTE: If application is for first firearms identification card or license to carry firearms, a copy of the Firearms Safety Certificate or Hunter Safety Course Certificate must be attached to this application.

Please Check the Type of License for Which You are Applying

(Please Check Only One)

- Firearms Identification Card - Restricted (mace and pepper spray)
- Firearms Identification Card
- Class B License to Carry - Non-Large Capacity
- Class A License to Carry - Large Capacity
- License to Possess a Machine Gun
- Check if a Class A Gun Club License \*NOTE: Only the Colonel of the State Police can issue a club license.

Except for Signature, Print or Type all Requested Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Suffix \_\_\_\_\_

Residential Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Telephone Number \_\_\_\_\_

Gun Club Address (If Applicable) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Telephone Number \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Mother's First Name \_\_\_\_\_ Mother's Maiden Name \_\_\_\_\_ Father's First Name \_\_\_\_\_ Father's Last Name \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ Build \_\_\_\_\_ Complexion \_\_\_\_\_ Hair Color \_\_\_\_\_ Eye Color \_\_\_\_\_

Occupation \_\_\_\_\_ Social Security Number (Optional) \_\_\_\_\_ Drivers License Number \_\_\_\_\_

Employed By \_\_\_\_\_ Business Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone Number \_\_\_\_\_

**Please Answer the Following Questions Completely and Accurately**

1. Are you a citizen of the United States? \_\_\_\_\_  
If naturalized give date, place and naturalization number  
Date \_\_\_\_\_ Place \_\_\_\_\_ Naturalization No. \_\_\_\_\_
  
2. Have you ever used or been known by another name? \_\_\_\_\_  
If yes, provide name and explain: \_\_\_\_\_  
\_\_\_\_\_
  
3. What is your age? \*You must be 21 years of age to apply for a License To Carry Firearms, 18 years of age to apply for a Firearms Identification Card, 15 years of age but less than 18 years of age with submission of a certificate of parent or guardian granting permission to apply for a Firearms Identification Card. \_\_\_\_\_
  
4. Have you ever been convicted of a felony? \_\_\_\_\_
  
5. Have you ever been convicted of the unlawful use, possession, or sale of narcotic or harmful drugs as defined in M.G.L. c. 94C sec. 1? \_\_\_\_\_
  
6. Have you ever been convicted of a crime punishable by incarceration by more than one (1) year? \_\_\_\_\_
  
7. In any state or federal jurisdiction have you ever been convicted as an adult or adjudicated a youthful offender or delinquent child for the commission of (a) a felony; (b) a misdemeanor punishable by imprisonment for more than 2 years; (c) a violent crime as defined in MGL C140.s.121; (d) a violation of any law regulating the use, possession, ownership, sale, transfer, rental, receipt or transportation of weapons or ammunition for which a term of imprisonment may be imposed; or (e) a violation of any law regulating the use, possession or sale of controlled substances as defined in section 1 of MGL 94C? \_\_\_\_\_
  
8. Have you ever been confined to any hospital or institution for mental illness? \_\_\_\_\_
  
9. Are you or have you ever been under treatment for or confinement for drug addiction or habitual drunkenness? \_\_\_\_\_
  
10. Have you ever appeared in any court as a defendant for any criminal offense (excluding non-criminal traffic offenses)? \_\_\_\_\_
  
11. Are you now under any charge(s) for any offense(s) against the law? \_\_\_\_\_
  
12. Are you now or have you ever been the subject of a M.G.L. C209A restraining order or involved in a domestic violence charge? \_\_\_\_\_
  
13. Has any License to Carry Firearms, Permit to Possess Firearms, or Firearms Identification Card issued under the laws of any state or territory ever been suspended, revoked, or denied? \_\_\_\_\_
  
14. Are you currently the subject of any outstanding arrest warrant in any state or federal jurisdiction? \_\_\_\_\_

**If You Answered "YES" to any of the Questions 4-14, Give Details Which Must Include Dates, Circumstances and Location**

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Other than Massachusetts, in what state, territory or jurisdiction have you resided? \_\_\_\_\_

Have you ever held a License to Carry in any other state, territory or jurisdiction? \_\_\_\_\_

If "YES", when, where and license number? \_\_\_\_\_

**List the Name and Addresses of Two References**

1. \_\_\_\_\_  
Last Name First Name  
\_\_\_\_\_  
Address City/Town State Zip

2. \_\_\_\_\_  
Last Name First Name  
\_\_\_\_\_  
Address City/Town State Zip

Reason(s) for requesting the issuance of a card or license: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*WARNING\*** Any person who knowingly files an application containing false information shall be punished by a fine of not less than \$500 nor more than \$1,000 or by imprisonment for not less than 6 months nor more than 2 years in a house of correction, or by both such fine and imprisonment (MGL c.140, s.131).

I declare the above facts are true and complete to the best of my knowledge and belief and I understand that any false answer(s) will be just cause for denial or revocation of my License to Carry Firearms and may be used in a criminal proceeding pursuant to Massachusetts General Law Chapter 140, Section 129 and 131.

Signed under the penalties of perjury this \_\_\_\_\_ day of \_\_\_\_\_ month \_\_\_\_\_ year

Signature of Applicant: \_\_\_\_\_