

Office of the Sheriff Lancaster County

Terry T. Wagner
Sheriff

Todd Duncan
Chief Deputy

575 S. 10th Street, Lincoln, Nebraska 68508-2869
Phone (402) 441-6500 Fax (402) 441-8320



FIREARMS PURCHASE PERMIT PROCEDURES

All Nebraskans have an important role to play in stopping the spread of COVID-19 and saving lives. To ensure the welfare of the public and our employees, we have three options for submitting your firearm purchase permit application. We are continuing to encourage applications to be printed and mailed in.

Instructions for submitting an application are as follows:

U.S. Mail:

1. You must be a Lancaster County Resident.
2. You must be 21 years of age or older to submit an application.
3. Carefully read and complete the application. If there are any questions that do not apply to you please place a N/A in the box.
4. The application must be signed in the presence of a notary and notarized on the second page of the application.
5. Include a phone number at the top of the application.
6. Include a photocopy of a valid Nebraska ID or Nebraska Driver's License with your current address.

*If the DMV renewal and print at home online option implemented on October 1, 2020, was used, you must include a copy of your old license as well as a copy of your renewal.

*If you ARE NOT a U.S. Citizen, you must also include your citizenship papers or alien resident card.

7. Mail the completed application with \$5.00 payment (cash/check/money order) to:

Lancaster County Sheriff's Office

575 S. 10th Street

Lincoln, NE 68508

Drop-off:

1. Print your application and complete it (DO NOT SIGN) prior to arriving at the Lancaster County Sheriff's Office.
2. You must be a Lancaster County Resident.
3. You must be 21 years of age or older to submit an application.
4. Carefully read and complete the application. If there are any questions that do not apply to you please place a N/A in the box.
5. Include a phone number at the top of the application.
6. Bring a photocopy of a valid Nebraska ID or Nebraska Driver's License with your current address OR if applicable, your citizenship papers, U.S. Passport, or alien resident card if you ARE NOT a U.S. citizen.
7. Pay a \$5.00 fee by cash or credit card.
8. Sign the application in front of a Lancaster County Sheriff's Office clerk.

Walk-in (Monday-Friday 8:30am to 11:30am):

1. You must be a Lancaster County Resident.
2. You must be 21 years of age or older to submit an application.
3. Pay a \$5.00 fee by cash or credit card.
4. Bring a valid Nebraska ID or Nebraska Driver's License with your current address OR if applicable, your citizenship papers, U.S. Passport, or alien resident card if you ARE NOT a U.S. citizen.

Firearms purchase certificates will be sent out via U.S. mail and it can take up to 30 days to receive your certificate.

If you receive a denial letter in the mail, you may appeal or reapply using the steps above.

Additional requirements and disqualifiers can be found on our website.

STATE OF NEBRASKA
APPLICATION TO PURCHASE, LEASE, RENT, OR RECEIVE TRANSFER OF FIREARM

DATE AND TIME RECEIVED:				CERTIFICATE APPROVAL NUMBER:			
APPLICANT'S NAME: (Last, First, Middle) (Print/Type)				SSN: (Voluntary)			
RESIDENCE ADDRESS: (No., Street, City, County, State, Zip)				How long at this address?			
PREVIOUS ADDRESS: (City, County, State)				How long at this address?			
DATE OF BIRTH: MM/DD/YY	PLACE OF BIRTH:	SEX: M F	HEIGHT:	WEIGHT:	RACE:	APPLICANT 21 OR OLDER: YES NO	
COUNTRY OF CITIZENSHIP: (List all that are applicable)			If not a citizen of the U.S., list your ICE-issued alien or admission number:				
ALIENS ONLY: (Types and dates of additional required identification e.g., utility bills or lease agreements, etc.)							
MADE APPLICATION FOR PERMIT BEFORE? YES NO			IF YES, HOW MANY TIMES?			PAID \$5 FEE: YES NO	
TYPE OF IDENTIFICATION: ___ MVD Operator's License ___ State ID Card ___ Military Card							
CERTIFICATION OF APPLICANT - An untruthful answer may subject you to criminal prosecution. Circle "Yes" or "No" to answer the following questions							
Are you under indictment or information in any court for a felony, or any other crime for which the judge could imprison you for more than one year? (An information is a formal accusation of a crime by a prosecutor. An indictment is from a grand jury.)						YES	NO
Have you been convicted in any court for a felony, or any other crime, for which a judge could have imprisoned you for more than one year, even if you received a shorter sentence including probation? (A "yes" answer is not required if you have been pardoned for the crime and under the law where the conviction occurred, you are not prohibited from receiving or possessing any firearm.)						YES	NO
Are you a fugitive from justice?						YES	NO
Are you an unlawful user of, or addicted to, marijuana, or any depressant, stimulant, or narcotic drug, or any other controlled substance?						YES	NO
Have you ever been adjudicated mentally defective (which includes having been adjudicated incompetent to manage your own affairs) or have you ever been committed to a mental institution?						YES	NO
Have you been discharged from the Armed Forces under dishonorable condition?						YES	NO
Are you an alien illegally in the United States?						YES	NO
Have you ever renounced your United States citizenship?						YES	NO
Are you subject to a court order restraining you from harassing, stalking or threatening your child or an intimate partner or child of such partner?						YES	NO
Have you been convicted in any court of a misdemeanor crime of domestic violence?						YES	NO
Are you an alien admitted to the United States under a non-immigrant visa?						YES	NO
ANY RESTRICTIONS BY LOCAL ORDINANCES?						YES	NO
If you are a non-immigrant alien, do you fall with any of the exceptions set forth in 18 U.S.C. § 922(y)(2)? YES ___ NO ___ NOT APPLICABLE ___ (If "YES", the licensee must complete the following question.)							
Type of documentation provided showing an exception to the non-immigrant alien prohibition (e.g., hunting license/permit; diplomatic status; etc.) _____							
I hereby certify that the answers to the above are true and correct. I also understand that the making of any false, oral or written statements or the exhibiting of any false or misrepresented identification with respect to this transaction is a crime punishable as a FELONY.							
Applicant's signature						Date	

**** IF MAILING APPLICATION COMPLETE THE APPROPRIATE BLOCK ON THE REVERSE SIDE OF THIS FORM ****

**** FOR USE ONLY IF APPLICATION IS MAILED ****

Subscribed and sworn to before me this _____ day of _____, 20 _____,
by _____ (applicant), known by me to be the person named as the
applicant in the application.

Notary Signature _____ Seal _____ County _____

**** FOR APPROVING OFFICIAL ONLY ****

REASON FOR DENIAL OF CERTIFICATION:

CERTIFICATE APPROVED BY:

** TO BE COMPLETED UPON RECEIPT OF FIREARM PERMIT **

I hereby certify that the answers I provided to the questions on the front of this application are still true and correct. I further certify that the issuing agency has provided me with the appropriate documentation of my firearm permit.

Applicant's signature _____

Date _____

October 2015



Phone # : _____

STATE OF NEBRASKA
APPLICATION TO PURCHASE, LEASE, RENT, OR RECEIVE TRANSFER OF FIREARM

DATE AND TIME RECEIVED: LEAVE BLANK		OFFICE DATE APPROVAL NUMBER: _____	
APPLICANT'S NAME: (Last, First, Middle) (Print/Type) DOE, John Wayne		SSN: (Voluntary) full #, last 4, or a dash.	
RESIDENCE ADDRESS: (No., Street, City, County, State, Zip) complete/full address - include county		How long at this address? years +/or months	
PREVIOUS ADDRESS: (City, County, State) city, county, state only		How long at this address? years +/or months	
DATE OF BIRTH: MM/DD/YYYY 01/01/1995	PLACE OF BIRTH: city, state	SEX: (M) <input checked="" type="radio"/> F <input type="radio"/>	HEIGHT: 507 WEIGHT: 160
COUNTRY OF CITIZENSHIP: (List all that are applicable) ie - USA, Sudan, China		RACE: L, A, B, W, U APPLICANT 21 OR OLDER: <input checked="" type="radio"/> YES <input type="radio"/> NO	
ALIENS ONLY: (Types and dates of additional required identification e.g., utility bills or lease agreements, etc.) N/A IF US. CITIZEN			
MADE APPLICATION FOR PERMIT BEFORE? YES or NO (circle one)		IF YES, HOW MANY TIMES? IF NO, dash or N/A	
TYPE OF IDENTIFICATION: <input type="checkbox"/> MVD Operator's License <input type="checkbox"/> State ID Card <input type="checkbox"/> Military Card		PAID \$6 FEE: <input checked="" type="radio"/> YES <input type="radio"/> NO	
CERTIFICATION OF APPLICANT - An untruthful answer may subject you to criminal prosecution. Circle "Yes" or "No" to answer the following questions			
Are you under indictment or information in any court for a felony, or any other crime for which the judge could imprison you for more than one year? (An information is a formal accusation of a crime by a prosecutor. An indictment is from a grand jury.)			YES NO
Have you been convicted in any court for a felony, or any other crime, for which a judge could have imprisoned you for more than one year, even if you received a shorter sentence including probation? (A "yes" answer is not required if you have been pardoned for the crime, and under the law where the conviction occurred, you are not prohibited from receiving or possessing any firearm.)			YES NO
Are you a fugitive from justice? --			YES NO
Are you an unlawful user of, or addicted to, marijuana, or any depressant, stimulant, or narcotic drug, or any other controlled substance?			YES NO
Have you ever been adjudicated mentally defective (which includes having been adjudicated incompetent to manage your own affairs) or have you ever been committed to a mental institution?			YES NO
Have you been discharged from the Armed Forces under dishonorable condition?			YES NO
Are you an alien illegally in the United States?			YES NO
Have you ever renounced your United States citizenship?			YES NO
Are you subject to a court order restraining you from harassing, stalking or threatening your child or an intimate partner or child of such partner?			YES NO
Have you been convicted in any court of a misdemeanor crime of domestic violence?			YES NO
Are you an alien admitted to the United States under a non-immigrant visa?			YES NO
ANY RESTRICTIONS BY LOCAL ORDINANCES?			YES NO
Are you applying for a firearm purchase permit in order to purchase a firearm for someone who is legally unable to purchase a firearm themselves?			YES NO
If you are a non-immigrant alien, do you fall with any of the exceptions set forth in 18 U.S.C. § 922(y)(2)? YES ___ NO ___ NOT APPLICABLE ___ (If "YES", the licensee must complete the following question.)			"X" by Not applicable if U.S. citizen
Type of documentation provided showing an exception to the non-immigrant alien prohibition (e.g., hunting license/permit; diplomatic status; etc.) N/A IF U.S. CITIZEN			
I hereby certify that the answers to the above are true and correct. I also understand that the making of any false, oral or written statements or the exhibiting of any false or misrepresented identification with respect to this transaction is a crime punishable as a FELONY.			
Applicant's signature SIGN in front of Notary		Date	

**** IF MAILING APPLICATION COMPLETE THE APPROPRIATE BLOCK ON THE REVERSE SIDE OF THIS FORM ****

* If there are any questions that do not apply, place an "N/A" in the box *

**** FOR USE ONLY IF APPLICATION IS MAILED ****

Subscribed and sworn to before me this _____ day of _____, 20____,
by _____ (applicant), known by me to be the person named as the
applicant to the application.

Notary Signature _____ Seal _____ County _____

*entire section
to be
completed
by Notary*

**** FOR APPROVING OFFICIAL ONLY ****

REASON FOR DENIAL OF CERTIFICATION:

CERTIFICATE APPROVED BY:

** TO BE COMPLETED UPON RECEIPT OF FIREARM PERMIT **

I hereby certify that the answers I provided to the questions on the front of this application are still true and correct. I further certify that the issuing agency has provided me with the appropriate documentation of my firearm permit.

Applicant's signature

Date

October 2015

