

Concealed Weapon License Application

CHECKLIST



Please be sure to bring the following items/documents with you when you arrive for your appointment at the Alachua County Tax Collector's Office

- A picture ID. A driver license or state-issued identification card is acceptable.
- The training document or other certificate that confirms proficiency with a firearm.
- For Active Military members or Veterans provide any of the following to confirm experience with a firearm:
 - Active-duty military:**
 - Military orders including call to active-duty letter; or
 - A statement of military service that identifies you and provides your date of entry on your current active-duty period.
 - Former military:**
 - DD Form 214 reflecting honorable discharge from military service.
 - Any law enforcement officer, correctional officer or correctional probation officer with a Florida law enforcement agency who is applying as such, will need to provide official documentation of employment status with that agency.
 - Applicants born outside the US, or permanent legal resident aliens, will need to bring official documentation to confirm citizenship status.
 - Applicants who have ever been arrested must bring certified copies of the court documentation reflecting the final disposition of the charge(s) filed.
 - If there has been a name change, provide a copy of the marriage certificate, divorce decree or other court documentation to show proof of the change.
 - A personal check, cashier's check, or money order for payment. You may also pay by cash, credit card or debit card. Please note: If paying with debit or credit card, there will be a convenience fee of \$2.50 for debit card or 2.5% of the transaction total for credit card.

If you have applied for an original CWP online, you may come into the office for a photo only or fingerprint only transaction.

- You must bring in your **completed application or online receipt from the transaction.** If you fail to bring in the proper paperwork, we will be unable to process the fingerprint only/photo only transaction in office.

To make your appointment or for additional information please visit our website at:

www.alachuacollector.com/concealed-weapons-license-application/

Call Center Phone (352) 374-5236