



Jerry L. Sanders, Jr.
Sheriff

SHERIFF OF DELAWARE COUNTY MEDIA, PENNSYLVANIA 19063

PHONE 610-891-4296 - FACSIMILE 610-891-1765



Michael Donohue
Chief Deputy

NEW PERMITS

1. PLEASE FILL OUT THE APPLICATION IN FULL. **PHOTOGRAPH IS REQUIRED AND WILL BE TAKEN AT TIME OF APPLICATION.**
2. PLEASE RETURN THE APPLICATION IN PERSON BETWEEN 9:00 A.M. AND 3:30 P.M.
3. **DO NOT SIGN THE APPLICATION UNTIL YOU ARE IN THE PRESENCE OF A CLERK IN THE SHERIFF'S OFFICE.**
4. YOU MUST BRING THE APPLICATION IN PERSON WITH THE PROPER IDENTIFICATION, THAT IS:
 - a. GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT IS NOT EXPIRED AND CONTAINS NAME, CURRENT ADDRESS THAT MATCHES APPLICATION, DATE OF BIRTH AND SIGNATURE.
 - b. OUT-OF-STATE APPLICANTS MUST HAVE THE ABOVE IDENTIFICATION AND POSSESS A VALID UNRESTRICTED PERMIT TO CARRY FROM THEIR HOME STATE IF PROVIDED BY LAW.
5. **YOU MUST HAVE TWO (2) REFERENCES. NO MEMBER OF THE SHERIFF'S OFFICE, CHIEF OF POLICE, OR JUDGE OF ANY KIND MAY BE USED AS A REFERENCE. YOU MAY NOT USE MEMBERS OF THE SAME HOUSEHOLD, OR FAMILY MEMBER.**
6. NON - U.S. CITIZENS:
IF YOU ARE NOT A CITIZEN, YOU MUST PRESENT VALID DOCUMENTATION THAT SHOWS YOU ARE LAWFULLY IN THE U.S. – THAT IDENTIFICATION MUST SHOW AN ALIEN REGISTRATION NUMBER, OR I-94 NUMBER WHICH IS REQUIRED FOR THE APPLICATION.
7. PLEASE BRING **\$20.00 IN CASH, OR A MONEY ORDER.** THE SHERIFF'S OFFICE CANNOT ACCEPT CHECKS.

RENEWALS

1. PLEASE FILL OUT THE APPLICATION IN FULL. **PHOTOGRAPH IS REQUIRED AND WILL BE TAKEN AT TIME OF APPLICATION.**
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 - b. OUT-OF-STATE APPLICANTS MUST HAVE THE ABOVE IDENTIFICATION AND POSSESS A VALID UNRESTRICTED PERMIT TO CARRY FROM THEIR HOME STATE IF PROVIDED FOR BY LAW.
 - c. EXISTING DELAWARE COUNTY-ISSUED PERMIT NEARING EXPIRATION.
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YOU MAY APPLY UP TO 2 MONTHS PRIOR TO YOUR EXPIRATION DATE.

YOU WILL BE NOTIFIED BY MAIL AS TO YOUR APPROVAL OR DENIAL WITHIN 45 DAYS.