



Siddiq Kamara
Sheriff

SHERIFF OF DELAWARE COUNTY MEDIA, PENNSYLVANIA 19063

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



Robert T. Webber
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 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. NO P.O. BOXES WILL BE ACCEPTED.
 - 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. 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.
6. 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.** PHOTO WILL BE TAKEN OF APPLICANT'S HEAD AND SHOULDERS (**NO SUNGLASSES, HATS, BANDANNA, ETC. WILL BE WORN TO OBSTRUCT THE HEAD.**)
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 FOR BY LAW.
 - c. EXISTING DELAWARE COUNTY-ISSUED PERMIT NEARING EXPIRATION.
5. 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.
6. PLEASE BRING \$20.00 IN CASH OR A MONEY ORDER. THE SHERIFF'S OFFICE CANNOT ACCEPT CHECKS
7. **YOU MAY APPLY UP TO 3 MONTHS PRIOR TO YOUR EXPIRATION DATE.**
YOU WILL BE NOTIFIED BY MAIL AS TO YOUR APPROVAL OR DENIAL WITHIN 45 DAYS.

ON-LINE APPLICATION

1. You can apply on-line at <https://delawarepa.permitium.com/ccw/start> follow instructions. Note that for online applications there is a \$5.00 convenience fee – only one visit required.
2. Once approved, you will receive either a phone call, text, or an email to come into the Office to have your picture and signature captured, then your license to carry permit will be issued.

REPLACEMENT

LOST OR STOLEN – NAME CHANGE – CHANGE OF ADDRESS

1. **Lost or Stolen:** Complete Lost or Stolen form, if have a police report provide same along with valid State issued Id.
2. **Name Change:** Applicants who have had a name change must submit legal documents to show the name change (i.e., Marriage License, Court Orders) along with a valid State issued Id.
3. **Change of Address:** Provide a valid State issued Id with the new address or State issued Id with former address along with a change of address card (a change of address card can be obtained at any auto tag place), you may also provide a printout from DMV showing the change of address on your driver's license.
4. **Fee** for replacement is **\$5.00**.

NOTICE!!!

Please note, all information provided as part of the application process is confidential and not subject to public disclosure under Title 37 PA Chapter 31 Sec 33.103. Hence, we will not release any information if you call us or if another person requests on your behalf. Also, disclosure of social security numbers is voluntary. However, not providing your social security number may result in Pennsylvania State Police not being able to positively identify you from any possible disqualifying records. This will result in Pennsylvania State Police not being able to approve your application. References are not required. All other information requested on this application is required and must be complete and accurate. **ALL APPLICANTS SHOULD BE AWARE THAT FALSE STATEMENTS (WHETHER ORAL OR WRITTEN) WILL BE CAUSE FOR DENIAL AND MAY RESULT IN ARREST. IT IS YOUR RESPONSIBILITY TO NOTIFY US OF ANY ADDRESS CHANGES, OR FUTURE RENEWAL NOTICES WILL NOT REACH YOU. IF YOU ALLOW YOUR LICENSE TO EXPIRE, YOU WILL BE RESPONSIBLE FOR ANY CRIMINAL PENALTIES FOR CARRYING A FIREARM WITHOUT A LICENSE.**