

LICENSE TO CARRY APPLICATION INSTRUCTIONS

WARREN COUNTY SHERIFF'S OFFICE

407 MARKET STREET, WARREN, PA 16365

814-723-7553

- License to Carry hours are: Monday-Friday 9:00 am – Noon and 12:30 pm – 3:00 pm (unless otherwise stated). WE ARE CLOSED ON HOLIDAYS.

TO APPLY AND/OR RENEW:

- Please complete the License to Carry Application in its entirety, be sure to SIGN at the bottom.
- Must use a physical address that matches your valid driver's license.
- Two references (non-family) are required for every applicant whether you are a first-time applicant or renewing.
- You may turn in your application via mail or by dropping it off in our office (no specific hours). IF YOU DROP OFF IN THE OFFICE AFTER HOURS – please be sure to use check or have exact change.
- We do not issue the same day that you apply.
- Fees: \$6.00 Application Processing fee due with application then \$14.00 due at pickup time. Cash, Check or Money order only
- You will be required to appear in person to pick the permit up when it's ready.
- **OUT OF STATE RESIDENTS:** you MUST have an "Unrestricted" License to Carry from your home state and you MUST provide us with a clear photo copy of that LTC with your application. A restricted or Hunting/Fishing/Business Protection permit does not qualify you for a PA LTC in Warren County.
- Once the permit has been approved and processed in full, you will receive an approval notice, BY MAIL, with pickup instructions.

If you have any further questions, please contact us:

Phone: 814-723-7553

E-Mail: khall@warrencountypa.gov

Thank you,

Warren County Sheriff's Office