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## *NYS SAFE Act Recertification FAQs*

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### Pistol / Revolver License Holder FAQs

The following FAQs apply to the pistol / revolver license recertification required by New York State Penal Law 400.00 subsection 10(b).

(These FAQs are not applicable to the Westchester County recertification process. For information about the Westchester County recertification process, please contact the Westchester County licensing authority.)

### **Pistol / Revolver License Recertification General Questions:**

**Q:** I didn't receive a letter, am I still required to recertify?

**A:** It is possible that not all pistol/revolver license holders will receive a letter. It is your responsibility to recertify your pistol/revolver license whether you receive a notification letter or not.

**Q:** Are pistol / revolver license holders in New York City, Nassau County, Suffolk County, and Westchester County required to recertify using the New York State recertification system (per subsection 10(b) of section 400.00 of the penal law)?

**A:** No. If you currently have a New York City, Nassau County, Suffolk County or Westchester County permit, you must follow the requirements that are in place in your county, rather than use the New York State recertification system.

**Q:** My firearms license is currently suspended. Can I still recertify?

**A:** No. The statute requires that, in order to recertify a firearms license, a person is required by statute to affirm that he/she is not prohibited from possessing firearms at the time of the recertification. Since a person with a suspended permit is prohibited from possessing firearms, he or she would not be able to meet this requirement and may therefore not recertify his/her firearms license while such license is suspended.

**Q:** I was originally issued a pistol / revolver license years ago but have recently transferred to another county. Does the transfer impact the date by which I must recertify?

**A:** No, the deadline to recertify is based on the date that you were originally issued your pistol / revolver license.

**Q:** How can pistol / revolver license holders recertify?

**A:** There are two options available for recertification.

Submit the recertification electronically at: <https://firearms.troopers.ny.gov/pprecert/>

Obtain a paper recertification form and submit via U.S. mail to the address provided on the form.

Recertification forms are available at:

The New York State Police website: <https://troopers.ny.gov/Firearms/>

Any New York State Police location

**Q:** Are there any fees associated with recertification?

**A:** No, there are no fees associated with recertification; however, existing county fees associated with new applications and amendments still apply.

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**Q:** Since submitting my recertification, I have acquired/disposed of firearms or changed my address. What should I do?

**A:** The process for amending your pistol / revolver license has not changed. File an amendment with your county licensing authority. Amendments have no impact on recertification.

**Q:** When pistol / revolver license holders recertify, are they issued a new pistol / revolver license?

**A:** No. You are still required to have your pistol / revolver license on your person while carrying a pistol or revolver.

**Q:** How can I check the status of my recertification?

**A:** Your recertification status can be checked at <https://firearms.troopers.ny.gov/pprecert/>.

**Q:** What does a recertification status of “No recertification on file” mean?

**A:** If you submitted a paper Recertification Form, your status will be “No recertification on file” until your information has been entered. Please allow sufficient time for mailing and entry.

If you submitted electronically, you should not receive this message. You may have chosen the “Save For Later” option and not submitted the recertification. You can retrieve a saved recertification for 90 days at <https://firearms.troopers.ny.gov/pprecert/>. Click on “Recertify Pistol Permit”, then “Retrieve Recertification”. If you did not save or submit your recertification, it will need to be reentered.

**Q:** What does a recertification status of “Thank you for recertifying your pistol permit. Your next recertification is due on mm/dd/yyyy” mean?

**A:** You have met the recertification requirements of subsection 10(b) of section 400.00 of the penal law, and your next recertification date is shown in the status.

**Q:** Is the term “pistol permit” the same as “pistol / revolver license” or “firearms license”?

**A:** Yes

**Q:** How will my email address be used?

**A:** If an email address is provided, a Confirmation of Submission containing your Recertification Number will be emailed confirming receipt of your recertification. Email addresses may also be used for communication regarding future recertification cycles.

**Pistol / Revolver License Electronic Recertification Questions:**

**Q:** What information is required to complete the recertification?

**A:** Information such as name, address, date of birth, New York State Driver License or Non-Driver Identification number, and an inventory of your licensed pistols and revolvers will be required. Most of the information needed for recertification can be found on your county issued pistol / revolver license. You will need to have a New York State Driver License or Non-Driver Identification Card in order to process your recertification. Out of state residents who do not possess either a New York State Driver License or Non-Driver Identification Card must use the paper form to recertify and must attach a copy of their driver's license or non-driver identification from their state of issuance.

**Q:** How do I add more than three firearms to the recertification?

**A:** Click on the "Add Firearm" button for each additional firearm.

**Q:** How do I enter the manufacturer of my firearm?

**A:** Click on the magnifying glass next to the "Manufacturer" field, and enter the name of your manufacturer in the "Search" box.

**Q:** The manufacturer of my firearm is not listed. How do I enter my firearm?

**A:** To enter a manufacturer that is not listed:

From the Manufacturer search feature:

Type "Other" in the "Search" box.

Select "Other or Unknown".

Type your manufacturer into the "Other Manufacturer" box that appears.

**Q:** How should the caliber of my firearms be entered?

**A:** Caliber must be entered as a number only, without punctuation, mm, or other alphabetic designations.

Examples:

All variations of .45 caliber ammunition should be entered as "45"

All variations of .22 caliber ammunition should be entered as "22"

Any ammunition designated with "mm" should be entered solely with the numeric identifying the caliber. For example "9 mm" should be entered as "9"

All variations of 5.56 caliber ammunition should be entered as "556". For example, "5.56x45 mm NATO" should be entered as "556"

**Q:** I was originally issued a pistol / revolver license years ago but have recently transferred to another county. When completing my recertification, which issue date should I enter?

**A:** The issue date entered should be the date (or approximate date if unknown) that you were originally issued a pistol / revolver license, not the date that you transferred or amended your license.

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**Q:** I discovered that I made a mistake on my recertification. What should I do?

**A:** Once submitted, your recertification cannot be modified electronically. If you have already submitted your recertification, please call 1-855-LAWGUNS (1-855-529-4867).

**Q:** I received the following message when trying to enter my recertification: “The recertification processing system is currently unavailable. Please try again at a later time.” What does this mean?

**A:** One of the systems required to process recertifications is temporarily unavailable. Please try again later.

**Q:** What information is required on the paper recertification form?

**A:** All fields are required except for:

Suffix

Middle Initial (must match your New York State Department of Motor Vehicles information)

Mailing Address (only required if different from Physical Address)

Primary Contact Telephone Number

Email Address

Employer Name (only required if License Type is “Possess/Carry During Employment”)

Employer/Premise Address (only required if License Type is “Possess on Premises” or “Possess/Carry During Employment”)

Incomplete recertification forms will be returned unprocessed.

**Q:** I have moved out of New York State and no longer have a New York State Driver License or Non-Driver Identification Card. How do I recertify?

**A:** Out of state residents who do not possess either a New York State Driver License or Non-Driver Identification Card must use the paper form to recertify and must attach a copy of their driver’s license or non-driver identification from their state of issuance.

Recertification forms are available at:

The New York State Police website: <https://troopers.ny.gov/Firearms/>

Any New York State Police location

**Q:** I have used all of the firearms space on the front and back of the PPB-2 Recertification Form and have additional firearms. How do I record the additional firearms?

**A:** Utilize form PPB-2A for additional firearms. PPB-2A forms are available at:

The New York State Police website: <https://troopers.ny.gov/Firearms/>

Any New York State Police location

**Q:** What address should the recertification form be sent to?

**A:** Please return the completed form to:

New York State Police

Pistol Permit Bureau

Building 22

1220 Washington Avenue

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Albany, New York 12226-2252

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**Q:** I mailed in my paper recertification form. How can I check the status?

**A:** Your recertification status can be checked at <https://firearms.troopers.ny.gov/pprecert/>. Your status will be “No recertification on file” until your information has been entered. Please allow sufficient time for mailing and entry.

**Q:** I have questions not addressed by the FAQs.

**A:** If you are experiencing technical difficulties with the electronic recertification process, please contact the New York State Information Technology Services (ITS) Service Desk at 1-844-891-1786.

All other questions should be directed to 1-855-LAWGUNS (1-855-529-4867).