



## **MISSOULA COUNTY SHERIFF'S OFFICE CONCEALED WEAPON PERMIT APPLICATION GUIDELINES**

### **When is a concealed weapon permit required?**

A permit is necessary only when the weapon is wholly or partially concealed on your person by your clothing or wearing apparel and you are carrying the weapon within the official boundaries of a city or town or the confines of a logging, lumbering, mining or railroad camp. Even with a concealed weapon permit, you may ***not*** carry a concealed weapon in buildings owned or leased by the federal, state, or local government, any financial institutions, or any place where alcoholic beverages are sold, dispensed and/or consumed. Please review the Montana statutes regarding concealed weapons for the duties, responsibilities, and limitations of carrying a concealed weapon in Montana. See Mont. Code Ann. § 45-8-316 et seq.

### **Applications**

Applications are available online on the Missoula County Sheriff's website:

[www.missoulacounty.us](http://www.missoulacounty.us) (go to services, in the drop down pick Public Safety, on select Sheriff's office, then forms) Applications are also available in the Missoula County Sheriff's Office on the second floor of the Missoula County Courthouse

Applications are accepted Tuesday-Thursday, 1:00pm-4:00pm by appointment only. To book an appointment online please go to <https://webapps.missoulacounty.us/concealedcarry/>. You must submit your application in person, and you must sign your application in the presence of a designated person in the Sheriff's Office.

Within 60 days the Sheriff will either issue you a permit or send a letter explaining the reasons for denial. Permits are valid for five years. Applications for renewals must be made within 90 days before expiration of the permit.

### **Applicant Eligibility:**

Montana Code Annotated § 45-8-321 requires that an applicant must be a United States citizen who is 18 years of age or older and who holds a valid Montana driver's license or other form of identification issued by the state that has a picture of the person identified. An applicant must have been a resident of the state for at least 6 months.

## **Enhanced Concealed Carry Permit/ Temporary Restricted Enhanced Permit (ages 18-20): House Bill 674**

### Fees:

- \$28 Background investigation, Mont. Code Ann. § 45-8-322 (5) & D.O.J. set fee schedule.
- \$ 30 Fingerprints. Not required for renewals. Mont. Code Ann. § 45-8-322 (4).
- \$75 Permit issuance. Mont. Code Ann. § 45-8-322 (3).
- Total: **\$133**

### Proof of Firearms Competency:

Must have completed a course that fits these criteria within 12 months of applying for this permit. It will be necessary for the applicant to provide a course outline that details the required items.

§ 45-8-312 A qualifying handgun course is any handgun course approved by a law enforcement agency that includes instruction in each of the following:

- (a) laws relating to firearms and the use of force.
- (b) the basic concepts of the safe and responsible use of handguns.
- (c) self-defense principles; and
- (d) live fire training, including the firing of at least 98 rounds of ammunition by the student.

### Application Process:

- Appointments are required to turn in the application. The application packet must be filled out to completion prior to the appointment.
- Inside the application there are three references. The references must fit the qualifications. If you cannot have your references sign and date the paper, please provide their name, address, and phone number and we will contact them.
- Bring in qualifying proof of firearms training. If the training does not fit the requirements, then the appointment will need to be rescheduled.
- A copy of a valid Montana Driver's License, or ID card. The current address must match the address printed on the card or be changed in the national data base. If it does not match, the appointment will need to be rescheduled.
- If applying for an Enhanced Permit before the age of 21, you will be issued a "Temporary Restricted Enhanced Permit." At the time you turn 21, you will be required to submit paperwork into our office to upgrade to the full Enhanced Permit.

## **Concealed Weapon Permit (non-enhanced):**

### Fees:

- \$28 Background investigation, Mont. Code Ann. § 45-8-322 (5) & D.O.J. set fee schedule.
- \$ 5 Fingerprints. Not required for renewals. Mont. Code Ann. § 45-8-322 (4).
- \$50 Permit issuance. Mont. Code Ann. § 45-8-322 (3).
- Total: **\$83**

Proof of firearms competency: Mont. Code Ann. § 45-8-321 (3)

- Hunter's Safety Course Certification
- Completion of a firearms safety or training course
  - The course must be approved or conducted by FWP, a similar agency of another state, a national firearms association, law enforcement agency, institute of higher education, or an organization that uses instructors certified by a national firearms association
- Proof of license and training from another state
  - Possession of a license from another state to carry a firearm concealed or otherwise, that is granted by that state upon completion of a course described above
- Military Qualification
  - Evidence that the applicant, during military service, was found to be qualified to operate firearms, including handgun. A DD 214 will show your weapons qualifications. It must show handgun qualification to be adequate for your CWP proof of competency.
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Please see Mont. Code Ann. § 45-8-321(4) for the type of proof needed to demonstrate the firearm training noted above.

Application Process:

- Appointments are required to turn in the application. The application packet must be filled out to completion prior to the appointment.
- Inside the application there are three references. The references must fit the qualifications. If you cannot have your references sign and date the paper, please provide their name, address, and phone number and we will contact them.
- Bring in qualifying proof of firearms training. If the training does not fit the requirements, then the appointment will need to be rescheduled.
- A copy of a valid Montana Driver's License, or ID card. The current address must match the address printed on the card or be changed in the national data base. If it does not match, the appointment will need to be rescheduled.

**Renewals:**

Fees:

- \$25 for renewals. Mont. Code Ann. § 45-8-322 (3).

Application Process:

- Renewals are handled on a walk-in basis.
- Bring in your current Concealed Carry Permit and valid Montana Driver's License or ID card. The current address must match the address printed on the card or be changed in the national data base. If it does not match, you will be sent away until it is changed.
- There is a one page form on our website, or you are welcome to fill it out when you come into the office.

**\*You must renew within 90 days prior to the expiration date of your permit. If you pass your expiration date without renewing, even by a day, you must re-apply with an initial application, background check and fees.**

### **Out of County Permits:**

Your concealed weapon permit is recognized throughout the state of Montana. However, because the clear intent of the law is to have the sheriff of the county in which you reside issue your permit, you will have to apply for your permit in the county in which you reside. Missoula County will not process permits for persons living in other counties.

If you move outside of Missoula County, you must notify the sheriffs of both the old and new counties within 10 days of the change in residence. If the person's residence change either from or to a city or town with a police force, the person shall also inform the chief of police in each of those cities or towns that has a police force.

### **Frequently Asked Questions:**

Can I get a non-resident CWP in Montana?

No. You must be a resident of Montana for 6 months.

What if the Sheriff denies my request for a CWP?

MT law authorizes an appeal to District Court if the Sheriff denies, revokes, or refuses to renew a CWP.

Is another state's concealed weapons permit valid in Montana?

Please review the link to the Montana Department of Justice website regarding which state's concealed weapons permits are honored in Montana.

<https://dojmt.gov/enforcement/concealed-weapons/>

Is a concealed weapons permit a requirement in Montana to carry concealed?

Not necessarily. House Bill 102 made Montana a constitutional carry state. Visit <https://dojmt.gov/enforcement/concealed-weapons/> for more information on HB102. There are benefits to having a CWP though including ease of purchasing firearms, and many states recognize Montana's CWP so you're able to carry in those states.

Montana Laws relevant to concealed carry and permits:

Montana Code Annotated Title 45, Chapter 8, Part 3 provides the relevant Montana statutes on concealed weapons permits. The statutes can be found online at [leg.mt.gov](http://leg.mt.gov/bills/mca_toc/45_8_3.htm) or by following this link: [http://leg.mt.gov/bills/mca\\_toc/45\\_8\\_3.htm](http://leg.mt.gov/bills/mca_toc/45_8_3.htm)

Additional Information:

The Montana Department of Justice has additional information regarding concealed weapons permits available on their website at:

<https://dojmt.gov/enforcement/concealed-weapons/>