



Texas Department of Public Safety  
Regulatory Services Division

**HANDGUN LICENSING**

**ORIGINAL APPLICATION**

- MUST USE MOST **CURRENT** FORM
- **TYPED** PREFERRED OR **PRINT** CLEARLY

To upload your supporting documents please visit RSD secured website: <http://www.dps.texas.gov/rsd/contact/lcatt.aspx>

APPLICANT				FOR DPS USE ONLY	
Have you previously applied for a Texas License to Carry a Handgun and/or Qualified Instructor Certification? (REGARDLESS IF ISSUED, TERMINATED, DENIED OR STILL VALID)				<input type="radio"/> Yes <input type="radio"/> No	
I am applying for: (*APPLICANTS FOR QUALIFIED INSTRUCTORS CERTIFICATION MUST ATTACH LTC-90)					
<input type="radio"/> License to Carry a Handgun only <input type="radio"/> Qualified Instructor Certification only <input type="radio"/> Both (*SKIP APPLICATION CONDITION BELOW)					
APPLICATION CONDITION (See instructions on back for details)					
<input type="radio"/> Standard (\$40) <input type="radio"/> Senior Citizen (\$40) (60 or older at time of application) <input type="radio"/> Indigent (\$40) <input type="radio"/> Other Prosecutor (\$40)		<input type="radio"/> Retired Peace Officer (\$25) <input type="radio"/> Retired Federal Officer (\$25) <input type="radio"/> Active Judicial Officer (\$25) <input type="radio"/> Retired Judicial Officer (\$25) <input type="radio"/> Veteran (\$25)		<input type="radio"/> Supervision Officer / Juvenile Probation Officer (\$25) <input type="radio"/> Active Military / Active Texas Military (\$0) <input type="radio"/> Active Peace Officer / TDCJ Correctional Officer / County Jailer (\$0) <input type="radio"/> Felony Prosecutor (\$0) <input type="radio"/> US Attorney / Asst. US Attorney (\$0)	
Applicant Last Name (AS IT APPEARS ON DL/ID)		First Name		Middle Name	Suffix (IF ANY)
<input type="radio"/> Driver License <input type="radio"/> ID Card	DL/ID State (2-LETTER CODE)	DL/ID Number		Date of Birth (MM/DD/YYYY)	
Place of Birth:	City	State (2-LETTER CODE)	Country	Born outside the U.S. or U.S. Territory? <input type="radio"/> Yes <input type="radio"/> No	*If YES, attach legal status documentation.
PERSONAL IDENTIFIERS					
Gender <input type="radio"/> Male <input type="radio"/> Female	Race <input type="radio"/> Asian/Pacific Islander <input type="radio"/> American Indian/Alaskan Native <input type="radio"/> Black <input type="radio"/> White/Hispanic <input type="radio"/> Other/Unknown		Eyes (*MATCH DL/ID) <input type="radio"/> Black <input type="radio"/> Hazel <input type="radio"/> Blue <input type="radio"/> Maroon <input type="radio"/> Brown <input type="radio"/> Multicolor <input type="radio"/> Green <input type="radio"/> Pink <input type="radio"/> Gray <input type="radio"/> Unknown	Hair (*MATCH DL/ID) <input type="radio"/> Bald/Unknown <input type="radio"/> Gray/Partially <input type="radio"/> Black <input type="radio"/> Red/Auburn <input type="radio"/> Blonde/Strawberry <input type="radio"/> Sandy <input type="radio"/> Brown <input type="radio"/> White	
Height	Ft.	In.			
Weight	Lbs.				
CONTACT INFORMATION					
Residence Address (Cannot be a PO Box)		City		State (2-LETTER CODE)	ZIP Code
Have you lived at this residence for the previous five (5) years and is this the only residence information for the previous five (5) years (60 months)?				<input type="radio"/> Yes <input type="radio"/> No *If NO, please complete and attach LTC-78B	
Is your Mailing Address different from the Residence Address listed above?				<input type="radio"/> Yes <input type="radio"/> No *If YES, provide mailing address in the space below.	
Mailing Address (if different from Residence Address)		City		State (2-LETTER CODE)	ZIP Code
Applicant Home Phone Number			Applicant Work Phone Number		
Applicant Email					
REPORTED HISTORY					
Have you ever been <b>arrested</b> or <b>charged</b> with a crime? (Regardless if pending, dismissed, committed as a juvenile, was long ago OR was in another state.)				<input type="radio"/> Yes <input type="radio"/> No *If YES, please complete and attach LTC-78C.	
Have you ever been <b>treated</b> and / or <b>admitted</b> to a facility for drug, alcohol and / or psychiatric care; OR been diagnosed as suffering from a psychiatric disorder or condition that causes or is likely to cause substantial impairment in judgment, mood, perception, impulse control or intellectual ability; OR pleaded innocent by reason of insanity; OR <b>been found</b> mentally incompetent; OR had court-ordered outpatient treatment?				<input type="radio"/> Yes <input type="radio"/> No *If YES, please complete and attach LTC-78C.	

I understand all fees submitted to Handgun Licensing are **non-refundable** and **non-transferable**.

I verify the information provided is true and correct, and I understand this is an **official government record** and any false statement made on this document or any other supplement provided to DPS may result in **criminal prosecution**.

I wish to contribute to the Texas Veterans' Assistance Fund:  Yes  No    Amount: \$\_\_\_\_\_ (Whole dollar amount only. Please include the donation with your application fee.)

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_ (MM/DD/YYYY)  
(You may copy and paste a scanned .jpg or pdf of your signature)

Mail to: **Regulatory Services Division MSC 0245, Texas Department of Public Safety, P.O. Box 15888, Austin, Texas 78761-5888**

# ORIGINAL APPLICATION INSTRUCTIONS

## Original Application Fee:

- Acceptable forms of payment: Money Order, Personal Check, and Cashier's Check

## Required documents to complete and submit for any condition of license applied for:

- LTC-100/LTC-101 Training Form (Received from LTC Instructor upon course completion). Active / Retired Peace Officers are exempt from submitting LTC-100/LTC-101.
- LTC-85: Authorization for Release of Records
- LTC-86: Knowledge of Laws and Eligibility Affidavit
- LTC-6 is required if applicant does not hold a Texas DL or ID Card. Out of State applicants must submit a copy of their state DL or ID Card. **Note:** For Texas DL/ID holders. The Texas DL/ID photo on file with the Department will be used for the LTC.
- Applicants who are born out of country, must provide legal status documents, i.e. Certificate of Naturalization, Permanent Resident Card, US Passport, etc.

## Condition of License - Below is the list of conditions and additional supporting documentation needed for application processing:

- **Standard:** No additional supporting documents are required.
- **Active Texas Peace Officers:** Must provide a completed **Consent From** (LTC-80), available at this link: <http://www.dps.texas.gov/internetforms/FormDetail.aspx?Id=3091&FormNumber=LTC-80.pdf> . The department will utilize fingerprints on file to conduct the required background check. If further documentation is needed you will be notified.
- **Texas Dept. of Criminal Justice (TDCJ):** Must provide current proof of employment with the Texas Department of Criminal Justice and evidence of satisfactory completion of the correctional officer training program offered by TDCJ, to include a demonstration of weapons proficiency. Correctional Officers must also submit a LTC-100/LTC-101 for the classroom portion only.
- **County Jailer:** Must provide current copy of County Jailer License/Credentials, evidence of current employment, and completion of preparatory training program, including demonstration of weapons proficiency. County Jailers must also submit a LTC-100/LTC-101 for the classroom portion only.
- **Supervision Officer & Juvenile Probation Officer:** Must provide current proof of employment from employing agency and submit a sworn statement from TCOLE certified instructor indicating applicant demonstrated handgun proficiency within the preceding 12 months of your LTC application which can be used in place of a LTC-100/LTC-101.
- **Active Texas Military Members:** Must provide current proof of service. Submit a copy of your LTC-100/LTC-101, military range scores, from within the preceding 10 years of your LTC application, can be used in place of the proficiency portion of the LTC-100/LTC-101 (GC § 411.1881).
- **Retired Peace Officers:** Sworn statement from the head of the agency employing the applicant as specified by GC§411.199 or GC §411.1992.
- **Retired Federal Officers:** Letter from the head of agency formerly employing the applicant.
- **Active Military:** Copy of your military identification and a copy of your current leave earnings statement; OR current orders; OR current pay stub; OR letter from your commanding officer; OR DD-214 showing honorable discharge and date (if application is within 365 days of discharge). Submit a copy of your LTC-100/LTC-101, military range scores, from within the preceding 10 years of your LTC application, can be used in place of the proficiency portion of the LTC-100/LTC-101 (GC § 411.1881).
- **Veteran/Retired Military:** Copy of DD-214 stating character of service as Honorable; OR Any other official documentation showing that the applicant is honorably discharged or retired military.
- **Active Judicial Officer:** LTC-100/LTC-101 received from LTC instructor upon course completion; OR Statement from TCOLE certified instructor indicating applicant demonstrated proficiency within a year of the application (GC § 411.1882), this may be reported on a signed and notarized LTC-83. An affidavit LTC-82 must be signed by the applicant and notarized.
- **Retired Judicial Officer:** LTC-100/LTC-101 received from LTC instructor upon course completion. A statement showing retirement status from the Judicial Retirement System; OR retirement credentials; OR a statement from the court from which the judicial officer retired.
- **Other Prosecutor:** LTC-100/LTC-101 Certificate of Training Form (received from LTC instructor upon course completion); OR Statement from TCOLE certified instructor indicating applicant demonstrated proficiency (GC§411.1882). An affidavit, LTC-82, provided by the Department, must be signed and notarized.
- **Felony Prosecutor:** LTC-100/LTC-101 Certificate of Training Form (received from LTC instructor upon course completion); OR Statement from TCOLE certified instructor indicating applicant demonstrated proficiency (GC§411.1882). An affidavit, LTC-82, provided by the Department, must be signed and notarized.
- **Indigent:** Copy of IRS tax form 1040; OR Notarized statement of indigence; OR Any official document showing the applicant's income and their dependents.
- **Senior Citizen:** No additional documents are required for a Senior Citizen (age 60 or older).

**Privacy Policy:** (1) with few exceptions, the individual is entitled on request to be informed about the information that the state governmental body collects about the individual; (2) under Sections 552.021 and 552.023 of the Government Code, the individual is entitled to receive and review the information; and (3) under Section 559.004 of the Government Code, the individual is entitled to have the state governmental body correct information about the individual that is incorrect.