NOTICE: Please forward this form to the agency for which you served as a Peace Officer, Police Officer or Federal Law Enforcement Officer/Agent. THIS LETTER <u>MUST</u> BY TYPED ON OFFICIAL LETTERHEAD OF THE AGENCY and signed by the proper authority attesting to your status as an Officer or Agent for that agency. Upon completion, submit the form with your application. A sample letter can be found at the end of this form.

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## DATE

Telephone #

Arizona Department of Public Safety Concealed Weapon Permit Unit PO Box 6488 Phoenix, AZ 85005-6488

According to official records of the (federal, state, county, or local agency having law enforcement responsibility), I certify that (name of peace officer, police officer or federal law enforcement officer/agent) (complete each applicable section and enter related information).

- Served as a Peace Officer, Police Officer or Federal Law Enforcement Officer/Agent
  from:
- Was certified to carry a firearm while on-duty and his/her badge or employee identification number is:
- Federal officers/agents only Job series code and title:
- Meets the requirement of a "qualified retired law enforcement officer" as defined on page 2 of this letter: YES or NO (circle one).
- Has been issued a "photographic identification" card as defined on page 2 of this letter:
  YES or NO (circle one).

Signature

## **Definitions**

"Certificate of Firearms Proficiency" means a document issued by the Arizona Department of Public Safety pursuant to the Law Enforcement Officers Safety Act Improvements Act of 2010 that demonstrates the bearer qualified with a firearm in accordance with related rules and laws.

"Federal Law Enforcement Officer/Agent" a law enforcement officer of the Amtrak Police Department, a law enforcement officer of the Federal Reserve, or a law enforcement or police officer of the executive branch of the Federal Government qualifies as an employee of a governmental agency who is authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and has statutory powers of arrest.

"Qualified Retired Law Enforcement Officer" means an individual who-

- separated from service in good standing with a public agency as a law enforcement officer; and
- before such separation, was authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and had statutory powers of arrest; and
- before such separation, served as a law enforcement officer for an aggregate of 10 years or more; or
- separated from service with such agency, after completing any applicable probationary period of such service, due to a service-connected disability, as determined by such agency; and
- has not been officially found by a qualified medical professional employed by the agency to be unqualified for reasons relating to mental heath; or
- has not entered into an agreement with the agency from which the individual is separating from service in which that individual acknowledges he or she is not qualified under this section for reasons relating to mental health; and
- is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance: and
- is not prohibited by Federal law from receiving a firearm.

"Peace Officer" or "Police Officer" means an individual vested by law with a duty to maintain public order and make arrests.

"Photographic identification" a photographic identification card issued by the agency from which the individual separated from service as a law enforcement officer as required by 18 USC Sec. 926C.

## OFFICIAL LETTERHEAD OF YOUR TOWN POLICE DEPARTMENT 1234 Any Street Your Town, AZ 56789

## 02/16/2011

Arizona Department of Public Safety Concealed Weapon Permit Unit PO Box 6488 Phoenix, AZ 85005-6488

According to official records of the **Your Town Police Department**, I certify that **John Q. Public**: *(enter related information)*.

- Served as a Peace Officer, Police Officer or Federal Law Enforcement Officer/Agent
  from: October 10, 1997 to: November 1, 2008.
- Was certified to carry a firearm while on-duty and his/her badge or employee identification number is: 123456
- Federal officers/agents only Job series code and title:
- Meets the requirement of a "qualified retired law enforcement officer" as defined on page 2 of this letter: YES or NO (circle one).
- Has been issued a "photographic identification" card as defined on page 2 of this letter:
  YES or NO (circle one).

ATTESTED BY:	Signature	
Printed Name:	Ms. Jane Jones	
Title & ID #:	Human Resources Admin Clerk #54321	
Agency:	Your Town Police Department	

Telephone #: (123) 456-7890