

Firearms Permit

Michigan Law Changed February 13, 2024

Please mail all registration documents to:
Grand Haven Department of Public Safety
Firearm Records
525 Washington Ave.
Grand Haven, MI 49417

A criminal background check must be conducted on the purchaser prior to the purchase of any firearm.

All purchasers **MUST** obtain a License to Purchase RI-010a (LTP) from a Law Enforcement Agency **BEFORE** purchasing a firearm unless an exception below applies.

Exceptions to LTP Requirement

- Purchasers who hold a valid Federal Firearms License (FFL) may purchase a firearm without an additional background check.
- Purchasers who hold a valid Michigan Concealed Pistol License (CPL) may purchase a firearm without an additional background check. All purchases and registration of handguns is recorded on the Firearm Sales Record form RI-060.
- Purchasers who are currently licensed in Michigan as sworn law enforcement officers may purchase a firearm without an additional background check. All purchases and registration of handguns is recorded on the Firearm Sales Record form RI-060.
- Anyone purchasing a "non-pistol" (shotgun or rifle) from an FFL dealer, the FFL will run a NICS background check (*unless buyer has first obtained an LTP (RI-010a), which is not required for long guns purchased from an FFL*).

For each of these exceptions, all firearm purchases are recorded on the Firearm Sales Record form RI-060. For pistol sales, the SELLER returns the *Police Department/Sheriff's Office Copy* to the SELLER's local law enforcement agency. The agency uses this copy to register the pistol in the purchaser's name.

If you meet the criteria for the Pistol Sales Record form RI-060, it is available at the Michigan State Police Firearms website. Use **ONLY** the current version. Transactions recorded on old forms may not meet current legal requirements and may be rejected.

Pistol Registration

The SELLER is required to return the *Licensing Authority* copy within 10 days of the purchase.

- Pistol purchases made with an LTP require the SELLER return the *Licensing Authority* copy of the LTP to the agency that issued the permit.
- Pistol purchases made on a Firearm Sales Record (RI-060) require the SELLER return the *Police Department/Sheriff's Office Copy* to the seller's local law enforcement agency.

The purchaser must maintain their copy with the firearm for at least 30 days. We recommend keeping your copy with your other important papers after 30 days have passed.

License to Purchase RI-010a (LTP)

The License to Purchase (LTP) application is obtained at a law enforcement agency. If you would like to apply for a license to purchase a firearm, you must report in person to the Grand Haven Department of Public Safety Office located at 525 Washington Ave., Grand Haven between 9:00am and 4:00pm Monday-Friday. You will need your valid Michigan Driver's License/or a Michigan State ID, with your current address to apply. We offer notary services for \$10.00 for city residents or \$50.00 for non-city residents. The LTP is valid for 30 days.

Once the notarized LTP application is filed in person at our office, we will start the background check process. **We don't process these while you wait.** We process all applications in the order they are received. Once completed, we will mail approved LTPs to the applicant.

Tips for Success

1. Protect yourself – Seller must return registration copy, but the BUYER can protect themselves to prove registration by keeping the purchaser copy of the form. The purchaser is required to keep their copy with the firearm for 30-days, but we recommend you keep it as long as your own the firearm. Keep it with your other important documents.
2. There are NEW forms - Use only current forms to ensure timely registration
 - White paper ONLY
 - Complete in INK
 - Writing on forms must be legible.
3. Plan ahead – the approval process is generally quick, but may take longer for non-city residents. We do not process these while you wait. We process in the order they are received.