

**THE OFFICE OF THE WARREN COUNTY CLERK**  
**Pamela J. Vogel, County Clerk**  
**Sueanne Linehan, Deputy County Clerk**

**PISTOL PERMIT SERVICES SUMMARY**  
**9/20/22**

**NOTE: NEW ELIGIBILITY REQUIREMENTS FOR NEW PISTOL PERMIT APPLICATIONS; INCLUDES NEW SAFETY COURSE EFFECTIVE 9/1/2022.**

- Due to high volume activity, we continue to experience delays in processing. We appreciate your patience. Total time for new permit process: 6+ months. To check status, please allow 12 weeks before calling. References must be prompt in responding; no 2<sup>nd</sup> notices given.
- All visitors must check in at Clerk's Office before being directed to Pistol Permits office; includes those with appointments. **Appointments required for confidential services;**  
**<https://warrencountypistolpermits.setmore.com>**
- **Deputy available at [linehans@warrencountyny.gov](mailto:linehans@warrencountyny.gov)** (See info below)
- All Fees: cash or check
- Warren Co. Pistol Permit Webpage- Under Reconstruction.
- See NYSP website: [www.troopers.ny.gov](http://www.troopers.ny.gov) for new 2022 Pistol Permit Info, FAQs, Recertification, Mandatory Safety Course info.
  
- ***Pistol Permit Open Services: No appointments required for the following services: M-F 8-4 Processed at Clerk Front Counter:***  
Application Packets: \$ 10. New Eligibility Information, Instructions, New application Forms: Pistol/Revolver and Semi Automatic Rifle Application  
**Semi Auto Rifle Endorsement: \$ 8 (for existing permit holders, amendment and printed card with endorsement)**  
Amendments-Add/Delete: 1 or 2 add/deletes, \$ 3 per firearm; bring your receipt.  
Address Change in Warren Co.: \$ 3 fee  
Name Change: \$ 3 fee; bring proof of change (marriage certificate, driver's license)  
Lost/Damaged Permit Replacement Card: \$ 5  
Request to Remove Restrictions: \$ 8 (amendment & new card-duplicate); Pay when at Counter; card mailed when approved by Judge. If necessary, update to current address (\$ 3).  
Transfer Out of Warren Co.: Bring payment of \$ 5 per county, total \$ 10.
  
- ***Pistol Permit Confidential Services: Appointments Required***  
**<https://warrencountypistolpermits.setmore.com> Hrs. M, W, 9-1, 2-3 (lunch break 1-2); Friday: 9-12.**  
**Deputy extends based on availability/office discretion.**  
Add/Delete Firearms: 3 & more must be by appt. Bring in bill of sale/receipt from Dealer; \$ 3 per firearm.  
Co-Ownership: To co-own with another Warren Co permit holder. \$ 3 per firearm; must have notarized letter of agreement from owner.  
Transfer In to Warren Co.: You will receive call that transfer paperwork is ready. Bring current permit and \$ 12 for new photo.  
Application Submissions: Bring all completed forms with valid ID; Photo taken \$ 12 fee.  
Approved Applications: Bring approval letter; electronic signature, print, photo will be done at no fee.  
Upgrade Paper to Plastic Card: Bring Green Paper Card, \$ 17 fee.