

WARREN COUNTY PISTOL PERMITS!

Update: 6/23/2021

BEST CONTACT INFO: Email Sueanne at: linehans@warrencountyny.gov Helps to ensure tracking of inquiries.

MAILING ADDRESS: Pistol Permits, 1340 State Route 9, Lake George, NY 12845

NEW COUNTY JUDGE: The Hon. Robert A. Smith

- Effective 5/3/2021, selected services are by appointment only. See info below.
- All in-person visitors, including those with appointments, must check in at County Clerk Front Counter.
- Due to extremely high volume, there may be delays in responding to your requests. Your patience appreciated!
- **Important note:** Complete all forms as directed. Incomplete forms or missing information will be returned and will delay processing.

AVAILABLE PISTOL PERMIT SERVICES:

A.) **Front Counter Services (at County Clerk's Office)**- Available 8 a.m – 3 p.m. No appointment necessary, walk-in welcome.

(We hope you like the convenience of our front counter pistol permit services!!)

- 1.) Add/Delete Firearms: 1 or 2 add/deletes. Bring bill of sale/receipt from dealer. Purchase coupon will be issued, receipt, updated card or report. \$ 3 per amendment.
- 2.) Address Change in Warren Co.: \$ 3 amendment fee.
- 3.) New Application Packet: \$ 10 each, resident of Warren Co. for 1 year, age 21+.
- 4.) Lost/Damaged Permit – Replacement Card: \$ 5

B.) **Services by Appointment Only:** <https://warrencountypistolpermits.setmore.com> (same setup as Warren Co. DMV

- Follow prompts; select service (all appointments are up to 30 min and include: processing, receipting, sanitizing).
 - Appointments available: Mon & Wed 9-1, 2-3; and Friday 9-12.
- 1.) Add/Delete Firearms: 3 & more must be done by appointment. Bring in Bill of Sale/Receipt from Dealer, \$ 3 per firearm, cash or check. Purchase Coupon will be issued; updated card or record. Drop Box still available.
 - 2.) Co-Ownership: \$ 3 per firearm; co-own with another with Warren Co. permit.
 - 3.) Transfer In to Warren Co.: Bring current permit and \$ 12 for photo update.
 - 4.) Transfer Out of Warren Co.: Payment \$ 5 per county – total \$ 10.
 - 5.) New Application Submission: Bring all documents, with valid ID; documents notarized; \$ 12 fee for photo. Drop Box available
 - 6.) Approved Application: Bring approval letter; Electronic signature, print, photo at no fee (unless transfer in).
 - 7.) Upgrade from Paper to Plastic Permit Card: Bring Green Paper Card and \$ 17 fee.

Special Note: Unrestricted Permit: Send request by email, linehans@warrencountyny.gov . Subject Line: UNRESTRICTED PERMIT. Instructions will follow.

THANK YOU FOR YOUR COOPERATION!

1340 STATE ROUTE 9 • LAKE GEORGE, NY • 12845

PHONE: 518-761-6426 • EMAIL: COUNTYCLERK@WARRENCOUNTYNY.GOV • FAX: 518-761-6551