



SOUTH CAROLINA CONCEALED WEAPON PERMIT APPLICATION

Mail completed application form/enclosures to: CWP Application, SLED Regulatory, PO Box 21398, Columbia, SC 29221

Please check if any of the following apply (proper documentation must be submitted as indicated below):

Disabled Veteran: _____ Retired/Former Military: _____ Active Military: _____ Retired Law Enforcement: _____ Active Law Enforcement: _____

Application Type (New/Renewal): _____ CWP # (Renewal Only): _____

Full Name (Last, First, Middle, Maiden, Suffix): _____

Residence Address: _____ Mailing Address: _____

City: _____ State: _____ Zip: _____ County: _____

Social Security #: _____ DL/ID Card #: _____ Alien #: _____

Date of Birth (YYYY/MM/DD): _____ Place of Birth: _____

Race: _____ Sex: _____ Height: _____ Weight: _____ Eye Color: _____ Hair Color: _____

Home Phone: _____ Business Phone: _____ Cell Phone: _____ E-Mail: _____

Training Date: _____ Instructor Cert. #: _____ Student #: _____

Instructor Signature: _____ Date: _____

You must answer the following three questions. If any of the answers are "No" you will not be eligible for a permit.

- Are you a South Carolina resident or qualified non-resident? (Section 23-31-210, S.C. Code of Laws) YES NO
- Have you successfully completed the required training? (Section 23-31-210, S.C. Code of Laws) YES NO
- Are you allowed by all applicable federal/state laws and court orders to possess a handgun? YES NO

INSTRUCTIONS- REVIEW CAREFULLY BEFORE APPLICATION SUBMISSION:

For questions about the CWP application process, forms, or if you need information on state laws and regulations, or to review applicants *Privacy Rights*, please visit www.sled.sc.gov (Concealed Weapon Permit Program tab).

- Processing time may be up to 90 days. A renewal application should be mailed 90-120 days prior to permit expiration.
- Applicants must submit a good quality photocopy of their state issued driver's license or officially issued identification card.
- Resident aliens must provide a copy of their *Alien Resident* card issued from the Department of Homeland Security.
- Qualified nonresident applicants must submit a completed Real Property Tax Form (SLED Form R-168).

The following only apply to NEW permit applications:

1. Applicants must submit an *original* completed, signed, and dated application. The CWP instructor must also sign the application.
2. Applicants must submit two (2) complete, legible sets of fingerprint cards (see applicants *Privacy Rights* link at www.sled.sc.gov).
3. Active duty military applicants must submit military orders. Retired or former military applicants must submit a copy of their DD214.
4. Retired law enforcement officers must submit proof of retirement benefits/pension documentation.
5. Active/retired South Carolina law enforcement officers exempt from training must submit *current* legal and firearm training documentation. Out-of-state retired law enforcement officers (or those whose certification has expired) must submit proof of graduation from a federal or state academy that included firearms training as a graduation requirement.
6. Disabled veterans must submit documentation from the VA indicating their disability rating or a qualified *Service Connected* card.
7. Training date, instructor certification number, and student number must be entered onto the application.
8. You must submit a signed copy of the current SLED CWP Instructor/Student Checklist with your application.

CERTIFICATION OF INFORMATION BY APPLICANT:

- I am eligible for a South Carolina Concealed Weapon Permit pursuant to Sections 23-31-210/215 of the S.C. Code of Laws.
- I am not prohibited from possessing a handgun pursuant to Section 922, Title 18, United States Code.
- I will notify SLED immediately if I become prohibited by federal/state laws or court orders from possessing a handgun.
- I acknowledge false information may cause denial of my application and subject me to any applicable criminal penalties.
- My signature certifies I have reviewed the entire application and all information on it is true and correct.

Signature of Applicant: _____ Date: _____

PRIVACY ACT STATEMENT

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Applicant Notification and Record Challenge

Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34. You can find additional information on the FBI website at <https://www.fbi.gov/about-us/cjis/background-checks>

NONCRIMINAL JUSTICE APPLICANT'S PRIVACY RIGHTS

As an applicant who is the subject of a national fingerprint-based criminal history record check for a noncriminal justice purpose (such as an application for employment or a license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below. All notices must be provided to you in writing. 1 These obligations are pursuant to the Privacy Act of 1974, Title 5, United States Code (U.S.C.) Section 552a, and Title 28 Code of Federal Regulations (CFR), 50.12, among other authorities.

- You must be provided an adequate written FBI Privacy Act Statement (dated 2013 or later) when you submit your fingerprints and associated personal information. This Privacy Act Statement must explain the authority for collecting your fingerprints and associated information and whether your fingerprints and associated information will be searched, shared, or retained. 2**
- You must be advised in writing of the procedures for obtaining a change, correction, or update of your FBI criminal history record as set forth at 28 CFR 16.34.**
- You must be provided the opportunity to complete or challenge the accuracy of the information in your FBI criminal history record (if you have such a record).**
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the officials deny you the employment, license, or other benefit based on information in the FBI criminal history record.**
- If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <https://www.fbi.gov/services/cjis/identity-history-summary-checks> and <https://www.edo.cjis.gov>**
- If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI by submitting a request via**

<https://www.edo.cjis.gov>. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency. (See 28 CFR 16.30 through 16.34.)

- **You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.³**

1 Written notification includes electronic notification, but excludes oral notification.

2 <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>

3 See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 34 U.S.C. § 40316 (formerly cited as 42 U.S.C. § 14616), Article IV(c);

28 CFR 20.21(c), 20.33(d) and 906.2(d).