

BROOMFIELD POLICE DEPARTMENT

RETIRED / SEPARATED LAW ENFORCEMENT OFFICER
CONCEALED HANDGUN PERMIT INFORMATION PACKET
(Law Enforcement Officers' Safety Act of 2004 & 2010 and
National Defense Authorization Act of 2014)

Note - Qualified retired / separated officers applying for a permit must reside or maintain a secondary residence within the City and County of Broomfield.

Carefully read and complete the application. The application must be printed in ink or typed and completed in full. Please use additional sheets of paper if necessary to respond to the questions. If the application is not fully completed, it cannot be processed. The signature line on the application must be left blank, your signature must be witnessed by a police department representative at the time you submit the application. Once the application is completed contact J.R. Duncan, Background Investigator, at 720-887-2086 to schedule an appointment.

The application meets the standards established by the Law Enforcement Officers' Safety Act of 2004, Law Enforcement Officers' Safety Act of 2010, and National Defense Authorization Act of 2014.

In addition to the completed application form the following items must be submitted:

- A \$13 processing fee in the form of a cashier's check or money order, made payable to the Colorado Bureau of Investigation (CBI). This fee pays for an InstaCheck through the Colorado Bureau of Investigation.
- A \$35 processing fee in the form of a cashier's check, money order, or personal check, made payable to City and County of Broomfield Police Department. This fee pays for administrative costs to process the application.
- A photographic identification issued by the agency from which you separated from service as a law enforcement officer.
- Proof of residency in the City and County of Broomfield. (Colorado Driver's License or Colorado ID Card)

An applicant must meet each of the following criteria to be authorized to carry a concealed firearm:

- Separated from service in good standing with a government agency as a law enforcement officer; and
- Before such separation, was authorized by law to engage in or supervise the prevention, detection, investigations, or prosecution of, or the incarceration of any person for any violation of law and had statutory powers of arrest; and

- Before such separation, was regularly employed 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
- During the most recent 12-month period has qualified, at the expense of the individual, with a handgun; and
- Not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and
- Not prohibited by any State or Federal law from receiving or possessing a firearm; and
- Have in possession a photographic identification issued by the agency from which you separated from service as a law enforcement officer.

Firearm Qualification Process and Standards:

- Within one year of applying for the concealed carry permit, must be tested or otherwise found to meet the qualification standards established by the Broomfield Police Department.
- Will be subject to all Broomfield Police Department range safety rules and procedures, and abide by all safety rules while at the range and during live fire qualification. Any violation of safety rules, as determined by department range staff member, will result in immediate removal from the range and denial of application.
- Will sign a Release and Hold Harmless Agreement and a range safety sheet with the City and County of Broomfield prior to any firearms qualification at the range.
- Must provide the following items:
 - Unloaded handgun - The handgun must be the one intended to be carried concealed or of the same type as intended to be carried.
 - Twenty (20) rounds of factory ammunition – No reloads or specialty ammunition will be allowed (additional rounds of ammunition may be needed if a passing score is not obtained during the first attempt).
 - Both the unloaded weapon and factory ammunition will be inspected prior to being allowed to enter the range.

Address Change, Loss, Theft, or Destruction of Identification:

- Within 30 days after changing the address listed on the original application or within three business days after the permit card is lost, stolen or destroyed the individual shall notify the Chief of Police. If the permit card is lost, stolen, or destroyed, the permit holder will be responsible for obtaining a duplicate card from the department and charged a replacement fee of \$15.

Renewal of the Authority to Carry Concealed Firearms:

- Pursuant to the Law Enforcement Officer Safety Act of 2004, the authority to carry concealed handguns must be renewed annually, at the expense of the individual, through successfully completing a firearms qualification course. Failure to successfully complete the course annually will cause the authority to carry concealed firearms to be rescinded by the department.
- Within 30 days prior to the expiration of the permit card, the permit holder shall successfully complete the approved firearms qualification course. The individual is also required to complete a new application and submit a new application fee of \$35 prior to qualifying.

Revocation for Cause:

- In the event the Chief of Police is notified the permit holder fails or no longer meets any of the certification requirements, the Chief of Police shall revoke the certification card.