Recertification process of the NYS Safe Act

Cortland County Clerk
Elizabeth Larkin
Required as part of the Safe Act

- Permit holders who received their NYS Pistol Permit PRIOR to 1/15/2013 have to submit recertification paperwork as of 1/31/2018 (January 31, 2018)

- Permit holders licensed AFTER 1/15/2013 have FIVE YEARS FROM THEIR ISSUE DATE to recertify (most likely will NOT get a letter)
Letters

Recertification letters were mailed to 370,000 NYS pistol permit holders by the NYS Police. Even if you did NOT receive a letter, you are still supposed to recertify.
Deadlines

If you were licensed prior to 1/15/13 the deadline to recertify is 1/31/2018

If you were licensed after 1/15/13 your due date is five years after your issue date.

The date you recertify online becomes your “recert–by” date moving forward.

For mail processing, the five–year date is the date it is “received” by the SP. If you provide an email you will get an email notification of this “received” date.
You most likely will not get a letter if your permit is dated after 1/15/13.

It is your responsibility to recertify, even if you do not get a letter and your permit was issued prior to 1/15/2013...we have heard of instances where people with permits issued prior to the 1/15/13 date did NOT get a letter. Doesn’t matter – you still have to recertify.
How to Recertify

Two options – online at www.troopers.ny.gov/firearms

Or use the paper form and mail, CERTIFIED MAIL to NYS Police Pistol Permit Bureau Building 22 1220 Washington Ave Albany, NY 12226
On-line Recertify Process

When complete you will get a CONFIRMATION page which includes your recertification #. If you submitted an email you will also get an email confirmation of the submission of your recertification.
If you choose to fill out a paper form, when you mail it back mail it CERTIFIED MAIL so that you have proof of mailing! This is your receipt and proof that you complied—save it!!

You cannot check the status of your mailed recert form online UNTIL it is “data entered” by the NYSP. This could take weeks/months depending on the backlog
Form Details

Relatively simple – name, address..you MUST have a NYS License or NDID!

License type – unless you are the other choices you are Carry Concealed
Form continued...

VERY IMPORTANT – the OPT OUT section on the form SHOULD BE CHECKED if you do not want your CERTIFICATION RECORD public record! Even if you filled out this form in my office!
Form continued...

If filling paper form out and mailing you CAN get a copy of your gun info from my office and ATTACH IT TO THE FORM instead of re-writing everything!
Who Should Re-certify?

Everyone issued a permit prior to 2/15/2013 by 1/31/18
Issued AFTER 2/15/13 – within 5 years of your issue date
EVEN IF YOU ARE SUSPENDED!
Who should re-cert con’t...

If you were issued a pistol permit prior to your 18\textsuperscript{th} birthday, you HAVE to use the paper form, you cannot certify online
Transfers

If you transferred your permit to another county, your recert date is still based on your ORIGINAL ISSUE DATE, not the date of your transfer.
Contact Info

NYS Police web site
www.troopers.ny.gov/firearms
NYS Police Phone for IT issues
1–844–891–1786
NYSP phone all other questions
1–855–LAWGUNS
To check the status of your recertification:

https://firearms.troopers.ny.gov/pprecert

This can be used for both paper and web certifications…please note if you MAILED your recert you have to allow time for processing BUT the date of your mailing serves as complying with the Safe Act.
County Clerk Contact Info

Elizabeth Larkin, County Clerk
607–753–5021

elarkin@cortland-co.org
Deputy County Clerks –
Brooke Kemak 607–753–5376
Tammy Barriger 607–753–5377

Sr. Index Clerk (pistols)
Janet Herrick 607–753–5379
Other Issues

*if there is a “problem” with your form, you will be contacted by the state police.

*Your recertification status will not be a part of your permit file/dmv record, etc.

*serial number and other issues will NOT make your “uncertified” but SP will contact my office and/or you to resolve
Military extension

If you are active duty military and are unable to complete your recertification by the deadline (1/31/18) you can submit your duty papers to the SP for an extension.
Your pistol permit will not reflect whether or not you recertified.

Changes made to your permit (amendments – disposal, acquire, etc.) after you recertify will be handled as normal, via the normal amendment process. Your recertification is “good” until the next time.
We are open from 8:30am until 4:30pm Monday through Friday