



ERIE COUNTY CLERK'S OFFICE

Erie County Pistol Permit Department
92 Franklin Street, Buffalo NY 14202
716-858-6600

REGISTRATION INFORMATION FOR ALL HANDGUNS

As of March 15, 2013 Private "Person-to-Person" gun sales in NYS require a National Instant Criminal (NICS) Background Check.

Pursuant to New York State Police Pistol Permit Division, all firearm receipts must include all of the following:

Handgun Make/Manufacturer, Model, Type (revolver, semi-automatic, single-shot, etc.), Caliber and Serial Number

We will not be able to process your transaction to list your pistols or add new pistols to your permit without the above information.

There is a \$5.00 Amendment Fee for the registration of a handgun to a plastic card pistol permit. Checks should be made payable to the Erie County Clerk – PLEASE DO NOT MAIL CASH – and mailed to the above address with the correct supporting documentation indicated below.

When a gun is **purchased from, or co-registered with, another New York State Permit holder** a dated bill of sale is required to add the pistol to your permit (see sample on reverse side).

- The bill of sale must show both the buyer and seller's names, addresses, permit numbers, and the counties in which permits were issued.
- The gun must be described by make, model, type, caliber and serial number.
- If seller/co-owner is NOT an Erie County pistol permit holder, you must supply a copy of the front AND back of the permit.

The NICS form, along with dated bill of sale, must be submitted to the Pistol Permit Office in order for the gun to be put on buyer's permit.

When a gun is purchased from a **New York State Firearms dealer**, a dealer receipt is required.

- The receipt must show the buyer's name, address, permit number, and the make, model, type, caliber and serial number of the gun.
- The dealer's name, address, New York State dealer number (not the FFL#) and county where the dealership is located or doing business in must also appear on the receipt.
- The Dealer Receipt must indicate that the balance is PAID IN FULL.

Once the handgun is registered at the Pistol Permit Office, a purchase coupon will be mailed to the buyer, along with an updated permit, to allow him/her to pick up the weapon from the dealer.

When a weapon is being registered from badge/credentials, you must supply documents from your department confirming the authorization of weapon on badge/credentials (i.e., copy of approved NYS Police "C"/"D" forms)

RECEIPT

Bill of Private Sale/Co-Registration

PLEASE PRINT

BUYER/CO REGISTRANT (Circle One)

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PISTOL PERMIT NUMBER _____ COUNTY _____

SIGNATURE _____ DATE _____

Effective March 15, 2013, per the NYSafeAct, the “Buyer/Co-Registrant” must obtain a valid NICS background check completed by a NYS Dealer unless the “Buyer” is Exempt. Exemptions are immediate family members only – spouse, domestic partner, parent/step-parent, sibling, children and/or stepchildren. For more information: www.nysafeact.com or call 1-855- LAW-GUNS

SELLER/OWNER (Circle One)

SELLER _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PISTOL PERMIT NUMBER _____ COUNTY _____

GUN INFORMATION

(All Information Below Is Required On Purchase Receipt For Transaction To Be Processed)

Make	Model	Type	Caliber	Serial Number

Buyer / Co-Registrant Signature: _____

Seller / Owner Signature: _____