

APPLICATION FOR LICENSE TO CARRY A HANDGUN (LTC)

Application for a LTC may be submitted online at: <https://txapps.texas.gov/txapp/txdps/ltc/login.do>

If qualified as one of the special conditions below, when the "State and Federal Law Enforcement" screen appears the "YES" button should be selected.

Are you:

- An Active or Retired Judicial Officer (GC §411.201)
- Retired Federal officer (GC §411.199)
- An Active Texas Prosecutor (GC §411.201)
- An Active Texas Peace Officer (GC §411.1991)
- A correctional officer currently employed by the Texas Department of Criminal Justice (GC §411.1994)
- A County Jailer (GC §411.1993)
- An Honorably Retired Texas Peace Officer (GC §411.199) (GC §411.1992)

The following is a list of what is required once the application has been submitted

Active Judicial Officer \$25

- Electronic fingerprints submitted using FAST (for more information regarding fingerprint services visit the Regulatory Services Division website at: <http://www.dps.texas.gov/RSD/LTC/index.htm>)
- LTC-6 is required if applicant does not hold a Texas DL or ID Card. Out of State applicants must submit a copy of their state DL or ID Card
- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Applicants born out of country must provide Lawful Presence documents
- A Complete LTC-100/LTC-101 Certificate of Training Form received from an LTC instructor upon course completion; OR the notarized LTC-83 Sworn Statement of Handgun Proficiency from a TCOLE instructor. (GC§411.1882)
- LTC-82 A notarized Sworn Statement of Employment; OR sufficient evidence of current employment as an Active Judicial officer

Retired Judicial Officer \$25

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- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Applicants born out of country must provide Lawful Presence documents
- A Complete LTC-100/LTC-101 Certificate of Training Form received from an LTC instructor upon course completion.

- Retirement statement from the Judicial Retirement System showing pension; OR sufficient information that will determine retirement as a judge serving in Texas.
Note: Retired Federal judges must submit a retirement letter from their court, retirement credentials, OR sufficient information to determine retirement from a Federal justice position

Retired Federal Officer \$25 (Ex. US Marshall or FBI)

- Electronic fingerprints submitted using FAST (for more information regarding fingerprint services visit the Regulatory Services Division website at: <http://www.dps.texas.gov/RSD/LTC/index.htm>)
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- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Applicants born out of country must provide Lawful Presence documents
- LTC-84 Affidavit for Retired Federal Officer; OR letter from the agency head stating retirement is of a good standing.
- Agency Retirement Credentials

Felony Prosecutor \$0

- Electronic fingerprints submitted using FAST (for more information regarding fingerprint services visit the Regulatory Services Division website at: <http://www.dps.texas.gov/RSD/LTC/index.htm>)
- LTC-6 is required if applicant does not hold a Texas DL or ID Card. Out of State applicants must submit a copy of their state DL or ID Card
- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Applicants born out of country must provide Lawful Presence documents
- A Complete LTC-100/LTC-101 Certificate of Training Form received from an LTC instructor upon course completion; OR the notarized LTC-83 Sworn Statement of Handgun Proficiency from a TCOLE instructor. (GC§411.1882)
- LTC-82 A notarized Sworn Statement of Employment; OR sufficient evidence of current employment as a Felony Prosecutor

Other Prosecutor \$40

- Electronic fingerprints submitted using FAST (for more information regarding fingerprint services visit the Regulatory Services Division website at: <http://www.dps.texas.gov/RSD/LTC/index.htm>)
- LTC-6 is required if applicant does not hold a Texas DL or ID Card. Out of State applicants must submit a copy of their state DL or ID Card
- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Applicants born out of country must provide Lawful Presence documents
- A Complete LTC-100/LTC-101 Certificate of Training Form received from an LTC instructor upon course completion; OR the notarized LTC-83 Sworn Statement of Handgun Proficiency from a TCOLE instructor. (GC§411.1882)

- LTC-82 A notarized Sworn Statement of Employment; OR sufficient evidence of current employment as a Prosecutor

Active Texas Peace Officer \$0

- A Complete LTC-80 Consent For Use of Fingerprint Card On File form to utilize fingerprints on file to conduct the required background check. If the fingerprints on file do not meet FBI current standards a notification will be sent requiring a new set of fingerprints
- LTC-6 is required if applicant does not hold a Texas DL or ID Card. Out of State applicants must submit a copy of their state DL or ID Card
- Applicants born out of country must provide Lawful Presence documents
- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Must submit Name and Rank, Peace Officer's License, and Evidence of Current employment

Texas Department of Criminal Justice (TDCJ) \$0

- Electronic fingerprints submitted using FAST (for more information regarding fingerprint services visit the Regulatory Services Division website at: <http://www.dps.texas.gov/RSD/LTC/index.htm>)
- LTC-6 is required if applicant does not hold a Texas DL or ID Card. Out of State applicants must submit a copy of their state DL or ID Card
- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Applicants born out of country must provide Lawful Presence documents
- A LTC-100/LTC-101 Certificate of Training Form received from an LTC instructor for Classroom only
- Evidence of having satisfactorily completed TDCJ Correctional Officer training program, including demonstration of weapons proficiency
- HR verification letter that includes Name, Rank, and currently employed

Note: to qualify as a TDCJ the HR letter must state job title as one of the following:

- ❖ Correctional Officer I, II, III, IV, or V
- ❖ Sergeant of Correctional Officers
- ❖ Lieutenant of Correctional Officers
- ❖ Captain of Correctional Officers
- ❖ Major of correctional Officers
- ❖ Warden
- ❖ Assistant Warden
- ❖ Food Service Manager II, III and IV
- ❖ Laundry Manager II, III and IV

County Jailer \$0

- Electronic fingerprints submitted using FAST (for more information regarding fingerprint services visit the Regulatory Services Division website at: <http://www.dps.texas.gov/RSD/LTC/index.htm>)
- LTC-6 is required if applicant does not hold a Texas DL or ID Card. Out of State applicants must

- submit a copy of their state DL or ID Card
- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Applicants born out of country must provide Lawful Presence documents
- A LTC-100/LTC-101 Certificate of Training Form received from an LTC instructor for Classroom only
- Current copy of County Jailer License/Credentials
- Evidence of current employment as a County Jailer
- Evidence of satisfactorily completion of the County Jailer preparatory training program, including demonstration of weapons proficiency

Honorably Retired Texas Peace Officer \$25

- Electronic fingerprints submitted using FAST (for more information regarding fingerprint services visit the Regulatory Services Division website at: <http://www.dps.texas.gov/RSD/LTC/index.htm>)
- LTC-6 is required if applicant does not hold a Texas DL or ID Card. Out of State applicants must submit a copy of their state DL or ID Card
- NOTE for Texas DL/ID holders: The Texas DL or ID photo on file with the Department will be used for the LTC
- Applicants born out of country must provide Lawful Presence documents
- Notarized LTC-84 Affidavit for Retired Peace Officer; OR a sworn statement from head of the agency containing all parts specified by GC§411.199(b) or GC §411.1992(b) (if not on file)

At the end of the application process, a receipt (check list) will be generated. The checklist should be saved for your records. The required supporting documents as noted in the checklist should be uploaded to the DPS secure website: <https://www.dps.texas.gov/rsd/contact/ltc.aspx>

Affidavits/sworn statements can be found on the DPS website www.dps.texas.gov

Applicants will be offered the opportunity to schedule an appointment for fingerprints at the end of the application process. Fingerprints will be required in order for the Department to conduct the background check as required by statute. This does not apply to Active Peace Officers.