

# Firearm Licenses

**Applications can be started on line but must  
come into office to complete process  
Monday- Friday 8:30 am – 5:00 pm**

**(fingerprints done only on Tuesday, Thursday, Friday & Saturday 9-5)**

## Basic Requirements

Applicant must: Be 21 years of age unless he or she:

- Is at least 18 years of age; and provides proof that he or she has completed basic training in the armed forces of the United States; and provide proof that he or she is actively serving in the armed forces of the United States or has been honorable discharged from such service.
- Applicant must be a resident of Heard County
- Provide picture ID and proof of current residence in Heard County
- Be fingerprinted and submit to a criminal and mental health records check
- Not have any legal disqualification to receipt of the license
- Applicant who is not a citizen of the United States must provide proof of legal presence in the U.S.
- Naturalized citizens of the U.S. must provide naturalization certificate and original INS number
- Applicants who were born outside the U.S. must bring a certified birth certificate or a passport showing the country of birth
- Applicant must not currently be on probation for any offense

## Apply Online

Apply online for a Firearm License.

<https://www.georgiaprobaterecords.com/landing.aspx?CountyNo=074&page=WCL>

## Application Process

Upon receipt of the required criminal and mental health records, those records are reviewed for the applicant's eligibility to receive a license. Any questions concerning eligibility are referred to the Judge for determination. If it is determined the applicant is eligible to receive a license, the license is issued.

Please note that the Heard County Probate Court has no control over the length of time for the return of the criminal and mental health records from the Federal Bureau of Investigation (FBI) and the Georgia Bureau of Investigation (GBI). On all applications, this process may take as much as 4 weeks. The court cannot be required to issue a license until the necessary reports have been received.

## Fees & Costs

Type of Charge	Fee
Application Fee	\$76.00

Type of Charge	Fee
Renewal Fee (Every 5 Years)	\$30.00
Stolen or Lost Licenses	\$ 6.00

## New Application Fees

Personal checks, cash, certified checks or money orders & (credit/debit card with fee) are accepted. A fee of \$76.00, payable to Heard County Probate Court covers the following:

- \$41.00 GCIC fingerprints
- \$ 5.00 Background check
- \$30.00 Application Fee

## Renewal Fees

A renewal application must be completed every 5 years with a fee of \$30. If more than 30 days passed the expiration date, it will be treated as a new application that requires fingerprints.

## Lost or Stolen Licenses

A lost or stolen license may be replaced upon payment of a \$6 fee. The prior license will be reported to the Heard County Sheriff's Office.

## No Refunds

There is no refund of any part of the application and other fees once the application is filed and the process has begun.

A determination of eligibility can only be made by the Judge of the Probate Court AFTER receipt of the required criminal and mental health records and Immigrant Alien inquiry, if applicable.

## **COURT PERSONNEL CANNOT GIVE ADVICE OR OPINIONS CONCERNING YOUR ELIGIBILITY**

Records from other Courts cannot be corrected by this Court. The applicant is responsible for correction of errors or completed dispositions in their record.