

WEAPONS CARRY AND PERMIT PACKAGE



Chief Michael J. Rapoza
East Providence Police Department
750 Waterman Avenue
East Providence, RI 02914

Revised 12/2025



CITY OF EAST PROVIDENCE
DEPARTMENT OF POLICE
750 WATERMAN AVENUE
EAST PROVIDENCE, RI 02914
(401)-435-7600



MAYOR ROBERTO DASILVA

CHIEF MICHAEL J. RAPOZA

Dear Applicant:

By applying for a permit to carry a pistol or revolver with the City of East Providence, you are exercising your right under Rhode Island General Law 11-47-11. It is this statute that gives the East Providence Police Department the right and responsibility to administer this program in accordance with the law. It is intended as a service to the people of Rhode Island.

It is important to remember that a permit to carry a pistol or revolver does not authorize you to use the firearm. Other provisions of RI Law regulate such usage of a handgun. Please carefully read the enclosed policy regarding the issuance of the pistol or revolver permit. It is intended to serve as a guideline to aid you in understanding the authority and responsibility of the City of East Providence to carry out RI law.

Also contained in this application are the RI General Laws relating to weapons, known as the Firearms Act. Before you are granted a permit to carry a pistol or revolver, you must acknowledge that you are familiar with the provision of the Act.

The State of Rhode Island General Laws-11-47-11 can be accessed at:

[Http://www.iilin.state.ri.us/Statutes/Statutes.html](http://www.iilin.state.ri.us/Statutes/Statutes.html)

This application package does not include Federal laws pertaining to firearms. You must observe both Federal and RI laws. Federal law is administered by Federal agencies. For information related to Federal regulation of firearms, you may contact the Bureau of Alcohol, Tobacco, Firearms, and Explosives. (<http://www.atfgov/>)

The application itself must be filled out completely and truthfully. It is a crime to knowingly give false information to obtain a permit to carry a pistol or revolver. Please read the instructions carefully and note that first-time and renewal applicants must supply all information requested to the City of East Providence at the time of application.

The submission of the application for a permit to carry a pistol or revolver is the beginning of a process of review. The completed application will be reviewed by the Chief of Police and/or his designee. The process will culminate in an approval or denial of your application. If your application is denied, you will be advised by mail. The applicant may appeal the decision as set forth under Rhode Island Law.

A successful applicant for a permit to carry a pistol or revolver will be notified by mail to respond personally to the East Providence Police Department to obtain the approved permit. Please exercise your privilege to carry a pistol or revolver in the State of Rhode Island responsibly, properly, and safely.

Sincerely yours,

Michael J. Rapoza
Acting Chief of Police



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Pistol Permit Policy

Introduction

Pursuant to Rhode Island General Laws § 11-47-11, the City of East Providence shall issue a license or permit to carry a pistol or revolver to any person twenty-one (21) years of age or over upon showing a good or proper reason for the permit. This statute requires the City of East Providence to deny a pistol permit to all people who do not demonstrate a good or proper reason, the City of East Providence then has the discretion to issue or deny a pistol permit.

The City of East Providence will exercise its discretion in a manner to protect the public at large, as well as the individual applicant for a pistol permit.

RIGL 11-47-11 further requires that all applicants must be:

- Twenty-one (21) years of age or over, having a bona fide residence or place of business within the City of East Providence or,
- Twenty-one (21) years of age or over, having a bona fide residence within the United States and a license or permit to carry a pistol or revolver concealed upon his or her person issued by the authorities of any other state or subdivision of the United States.
- Able to show a good or proper reason, and an understanding and acceptance of this important responsibility, to carry a pistol or revolver on their person.

Rhode Island General Law 11-47-13 provides for the revocation of any such license or permit for just cause at any time by the granting authority.

Pursuant to R.I. General Laws 11-47-15, the applicant must also qualify to obtain a permit. The right to carry a loaded, concealed firearm in public is different from the right to purchase or possess a handgun in one's own home or business. The privilege of carrying a concealed firearm is limited to those who demonstrate a good or proper reason.

In regard to Firearms Permits for Minors and pursuant to R. I. General Laws 11-47-33 and 11-47-34, the City of East Providence can issue a permit to any person residing in East Providence under the age of eighteen after a concise review of the minor's application. Written consent from the applicant's parent or guardian is also a prerequisite.

The City of East Providence does not discriminate in the issuance of a pistol permit on grounds of race, sex, national origin, or any other reason prohibited by law.



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Procedure

An applicant for a pistol permit must submit the completed application, two (2) types of positive identification, and a full set of fingerprints on a FBI Fingerprint Applicant Card to the East Providence Police Department, office of the Chief of Police, 750 Waterman Avenue, East Providence, RI, 02914. A fee of **\$400.00 (\$40.00 for the permit fee and \$360.00 for administrative costs)**, payable by check or money order to THE CITY OF EAST PROVIDENCE, shall be assessed for processing fees and to allow the department to electronically file the fingerprints through the local, state, and federal law enforcement database systems.

Applicants must contact 401-435-7600 to make an appointment to have their fingerprints taken. The East Providence Police Department will complete the required background investigation that will include checking court records and other sources for pending criminal cases, restraining orders and/or discrepancies in the applicant's background, including prior history of mental illness.

The City of East Providence will not issue a pistol permit to any applicant who is prohibited from possessing or carrying a firearm under any State or Federal law (e.g. 18 U.S. 922(g)) or pursuant to any court order.

If this initial check does not disqualify the applicant from obtaining a pistol permit, the City of East Providence shall review the application on an individual basis to determine whether there has been a showing of good or proper reason(s), as required by the statute, and whether the applicant is qualified.

Proper Showing of Reasons

In considering each individual application for a pistol permit, the City of East Providence must determine whether the applicant has demonstrated a good or proper reason to carry a loaded firearm in public and consider the individual's demonstration of skill and responsibility to safely carry and use a firearm in compliance with all State, Federal and local laws. Because a loaded, concealed firearm in untrained hands presents danger to the public and the applicant, the City of East Providence must consider countervailing risks to the public in assessing a good or proper reason. To make these determinations and assessments, the applicant shall appear before the City of East Providence Firearms Review Board.

While there cannot be any set formula or criteria to limit or restrict the City of East Providence's discretion to issue or deny a pistol permit, the City of East Providence considers the following factors in assessing an applicant's showing of good or proper reason:

- Has the applicant demonstrated a specific articulable risk to life, limb or property? If so, has the applicant demonstrated how a pistol permit will decrease the risk?



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- Can the applicant readily alter his or her conduct, or undertake reasonable measures other than carrying a loaded firearm, to decrease the danger to life, limb or property?
- Are there any means of protection available to the applicant other than the possession of a loaded firearm that will alleviate the risk to his or her person or property?
- Has the applicant demonstrated the skill, training and ability to properly use a firearm in accordance with Rhode Island laws?
- Has the applicant presented a plan to properly secure the firearm so that it does not fall into unauthorized hands?
- How greatly will the possession of a loaded firearm by the applicant increase the risk of harm to the applicant or to the public?
- Has the applicant demonstrated that he or she will not use the firearm for an unlawful or improper purpose, and that he or she has not used a firearm for an unlawful or improper purpose in the past?
- Does past unlawful, dangerous or violent conduct of the applicant justify denial at the City of East Providence's discretion even if it is not sufficient to disqualify the applicant as a matter of law from possessing a firearm?
- Has the applicant been issued a protective order pursuant to Chapter 15-5, Chapter 15-15, or Chapter 8-8.1 of the General Laws?
- All other factors deemed lawful and appropriate by the City of East Providence to demonstrate that the applicant is or is not a person suitable to possess a loaded firearm in public.

After assessing the above factors, the City of East Providence in its sole discretion shall grant or deny the pistol permit. In certain cases, the City of East Providence can issue a pistol permit with restrictions in lieu of a denial.

In addition to these reasons, the City of East Providence will consider those people who seek renewal of existing permits who have demonstrated through their actions and experience a level of responsibility commensurate with that expected of one who is privileged to carry a loaded firearm in the public sector.

Responsibilities

Approved holders must maintain, use, and store their firearm or firearms in a responsible manner. All permit holders are required to inform their respective city or town police departments, as well as the Bureau of Criminal Identification of the Department of Attorney General, within 24 hours of becoming aware of the loss or theft of a weapon or permit card. If you do not report a loss or theft timely, your permit may be suspended (RIGL 11-47-60.1).



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Conclusion

This policy is meant as a general guideline to aid the public in understanding the City of East Providence's authority to carry out the requirements of the Rhode Island General Laws 11-47-11 and it shall be followed as a guideline in the assessment of applications for a pistol permit. This policy is not intended to and does not confer any rights on any person. As required by law, the City of East Providence shall retain the right to accept or reject any application for a pistol permit upon its sole determination of a good or proper reason.



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City of East Providence

Instructions for License to Carry a Concealable Weapon

No Applications will be considered unless the following have been accomplished, **please use the checklist to assist you:**

- ☐ This official application form must be filled out completely by the applicant. Please PRINT or TYPE application or IT WILL BE RETURNED.
- ☐ The application must be NOTARIZED and MUST BE SIGNED.
- ☐ Proof of qualification before a certified weapons instructor (i.e., N.R.A. or Police Instructor). Proof must be supplied along with a copy of the instructor's NRA/FBI firearms instructor's certification.
- ☐ Two (2) types of positive identification must be submitted, photocopied, signed and dated by a Notary Public, attesting to be true copies.
- ☐ **All Non-resident applicants must include a copy of their home state permit.**
- ☐ If an East Providence Resident and applying for a new LTC include 2 forms of proof of residency (not including drivers license). These forms can be utility bills, credit card of medical statement, lease or mortgage statement. These forms need to be dated within 60 days of application.
- ☐ Fill out all medical release forms included with the application.
- ☐ All new pistol permits issued from this city must have a full set of applicant's fingerprints submitted on an FBI FINGERPRINT APPLICANT CARD [FD-258 (Rev. 12-29-82)] included with the application. The fingerprint card must be signed by the applicant. **This will be done post interview.**
- ☐ A picture of the applicant will be taken without headgear or glasses by a member of East Providence Police BCI Unit. **This will be done post interview.**
- ☐ If the permit is to be used for employment, a typed letter of explanation must be submitted on your employer's letterhead and included with the application.
- ☐ If the permit is not for employment, a typed letter must be submitted **by the applicant** stating the good or proper reason(s) why a permit is needed on a full-time basis. All letters must be dated. We will not accept a photocopy of any signature.
- ☐ Retired police officers applying under 11-47-18 (b) must submit a letter of verification from the Chief of Police of the department they retired from.
- ☐ A \$400.00 fee, (includes the \$40.00 fee as provided for in Rhode Island General Law 11-47-12, \$360.00 for administrative costs) shall be charged and shall be paid for each license or permit issued.



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Every license or permit shall be valid for four (4) years from the date when issued unless sooner revoked. A check or money order, payable to the "City of East Providence", must be presented when picking up a permit. **Only bring the payment when picking up the permit.**

Applicants shall appear **in person**, before the City of East Providence Firearm Review Board. Applicants will be notified of the date and time of appearance.

Applicants may be notified by mail or phone of approval or denial of permit. Telephone inquiries will not be accepted. **If approved, the applicant must appear in person to pick up a permit.** This application, fingerprint card, and photos become part of the records of the City of East Providence and will not be returned.

All permits will expire four (4) years from the date of issue. Also, the renewal of your permit is your obligation. No notification of expiration of the permit will be sent to you. Allow a maximum of 90 days for the processing of your application.

***** If the application is missing information or filled out incorrectly, the East Providence Police Department holds the right to deny the application. It will be the responsibility of the applicant to submit a new application.**

EAST PROVIDENCE POLICE DEPARTMENT

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APPLICATION FOR LICENSE TO CARRY A CONCEALABLE WEAPON

Date: _____

Permit Number: _____

For office use only

PERSONAL INFORMATION

Name

First: _____ Middle: _____ Last: _____

Address

Street Name & Number: _____

NO PO BOX ACCEPTED

City/Town: _____

State & Zip: _____

Telephone Numbers

Home: _____ Business: _____ Other: _____

Social Security Number: _____

Occupation: _____

Employed by: _____

Employer's Address

Street Name & Number: _____

City/Town: _____ State & Zip: _____

Detail Job Description: _____

Date of Birth: _____ **Place of Birth:** _____

Height: _____ **Weight:** _____ **Color of Eyes:** _____ **Color of Hair:** _____

Are you a citizen of the United States? _____ **How long?** _____

(If you are not a citizen of the United States, a copy of both sides of your alien registration card must be included with this application.)

RESIDENCE HISTORY

List all addresses for the last three years, including dates and locations:

BACKGROUND QUESTIONS

Have you ever been arrested? _____

If yes, give details: _____

Have you ever been under guardianship or confined or treated for mental illness? _____

If yes, give details: _____

Have you ever been convicted of a crime? _____

If yes, give details: _____

Have you ever pled nolo contendere to any charge or violation? _____

If yes, give details: _____

Are you under indictment in any court for a crime punishable by imprisonment exceeding one year? _____

If yes, give details and date: _____

PERMIT HISTORY

Have you applied for a permit to carry a concealed pistol or revolver from the Attorney General or a local city or town in Rhode Island? _____

If yes, what city or town? _____

If yes, is it currently:

Active? _____ Expired? _____ Denied? _____ Revoked? _____

(If you hold an expired permit, enclose photocopy, dated, and notarized, attesting copies are true)

Have you ever applied for a pistol permit to carry a concealed pistol or revolver in another jurisdiction outside the State of Rhode Island? _____

Were you denied? _____ **If yes, give details:** _____

Send photocopy of out-of-state permit or license.

Have you ever had a legal name change? _____ **If yes, state former name:** _____

List nicknames or aliases used by you:

REASON FOR APPLICATION

On a separate sheet of paper or letterhead, type details and specific reason(s) for applying for a license to carry a concealed weapon permit. (Only typed letters will be accepted.)

IDENTIFICATION REQUIREMENTS

Two (2) types of positive identification must be submitted. Examples:

1. Birth certificate
2. R.I. or state driver's license
3. R.I. Identification card

A photocopy of any two of the above, signed and dated by a Notary Public, attesting as being true copies will be accepted. Passport and other positive identification will also be accepted.

REFERENCES

Three (3) references are required. In the event of a minor application for permit, the parent or guardian's information should be included in the first reference line.

Reference 1:

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Area code/telephone number: _____
Years known: _____

Reference 2:

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Area code/telephone number: _____
Years known: _____

Reference 3:

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Area code/telephone number: _____
Years known: _____

WEAPON QUALIFICATION

NOTE: *The Rhode Island Combat Course is for law enforcement personnel only. All others must qualify in accordance to 11-47-15.*

Weapon qualification score: _____ Caliber of weapon: _____

Army L Score: _____ RI Combat Score: _____

Signature of N.R.A. Instructor or Police Range Officer:

Date: _____

Printed name and telephone number of N.R.A. Instructor or Police Range Officer:

N.R.A. number or police department name: _____

AFFIDAVIT

I certify that I have read, and I am familiar with the provisions of 11-47-1 to 11-47-62, inclusive, of the General Laws of Rhode Island, 1956, as amended, and that I am aware of the penalties for violations of the provisions of the cited sections. I further understand that any alteration of this permit is just cause of revocation.

Applicant's signature: _____

Parent or Guardian (If applicable): _____

NOTARIZATION BEFORE A NOTARY PUBLIC

Subscribed and sworn to before me in _____, Rhode Island, this _____ day of _____, 20____

Notary Public signature: _____

Notary public (Printed name): _____

My commission expires on: _____

Month: _____ Day: _____ Year: _____
