# Maryland State Police Licensing Division Handgun Permit Unit



§ 5-306. Qualifications for Permit Investigation Worksheet

The Handgun Permit Unit will issue a permit within (90 days for an initial/30 days for a renewal) to an applicant who, based upon an investigation is;

# Is an Adult

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| ☐ | Confirm date of birth (DOB) by application. |
| ☐ | Confirmed (DOB) Live Scan |
| ☐ | Notes: |

1. Has not been convicted of a felony or of a misdemeanor for which a sentence of imprisonment for more than 1 year has been imposed

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| ☐ | Confirmed using Handgun Permit Unit Form MSP 29-04 “Criminal/Mental Health Record Check” |
| ☐ | Has been pardoned or has been granted relief under 18 U.S.C. § 925(c) |
| ☐ | Notes: |

# Has not been convicted of a crime involving the possession, use, or distribution of a controlled dangerous substance

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| ☐ | Confirmed using Handgun Permit Unit Form MSP 29-04 “Criminal/Mental Health Record Check” |
| ☐ | Notes: |

1. Is not presently an alcoholic, addict, or habitual user of a controlled dangerous substance unless the habitual use of the controlled dangerous substance is under legitimate medical direction

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| ☐ | Handgun Permit Unit Form MSP 29-04 “Criminal/Mental Health Record Check” |
| ☐ | Confirmed via interviews with applicant, witnesses, co-workers, neighbors, employers |
| ☐ | Notes: |

1. Unless otherwise excepted, has successfully completed prior to application and each renewal, a firearms training course approved by the Secretary

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| ☐ | Proof of qualification submitted by applicant |
| ☐ | Confirmed status of HQL |
| ☐ | Exempt from training |
| ☐ | Notes: |

1. Based upon an investigation has not exhibited a propensity for violence or instability that may reasonably render the person's possession of a handgun a danger to the person or to another

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| ☐ | Confirmed using Handgun Permit Unit Handgun Permit Unit Form MSP 29-04 “Criminal/Mental Health Record Check” |
| ☐ | Confirmed via interviews with applicant, witnesses, co-workers, neighbors, employers |
| ☐ | Confirmed Other |
| ☐ | Notes: |

1. Based upon an investigation has good and substantial reason to wear, carry, or transport a handgun

Good and substantial reason - An objective determination, arrived at by the assigned Maryland State Police Licensing Division employee based upon his investigation that the wearing, carrying or transporting of a handgun by the applicant is necessary for the applicant’s:

* 1. Business activities, either at the business owner's request or on behalf of an employee;
  2. Regulated professions (security guard, private detective, armored car driver, and special police officer);
  3. "Assumed Risk" professions (e.g., judge, police officer, public defender, prosecutor, or correctional officer);
  4. Personal protection – Personal protection requires; Evidence that the applicant’s life is in imminent danger; and/or

Evidence that the applicant is currently being targeted by individuals wishing to do the applicant harm

# Required for Business Activities

When the good and substantial reason offered is for employment or business: The investigator should:

* Document and define the type/purpose of the business
* Statement from employer requesting or requiring firearm
* Establish proof of business ownership or employment – License or certification, tax account, business fiscal accounts
* When licensure is not required, establish the existence of a business
  + Inventory – Value, volume
  + Equipment necessary to provide the service
  + Document frequency of the service
  + Confirm existence of cliental and/or employees via interviews
* Confirm the duties and responsibilities required by the business that makes it necessary for the firearm. These include but may not be limited to:
* Frequently collects or transports money or property of value on a schedule published or known
* Transports $1000 or more in monetary instruments or valuables with a demonstrated level of frequency
* Note - Business banking differs from personal banking in that it usually follows a pattern making the applicant a target for robbery based on his regular practice of carrying valuables.

# Regulated Professions

Generally includes those private public safety professions regulated by the State. These include but may not be limited to;

* Security guard
* Private Detective
* Armored Car Driver
* Special Police Officer/R.R. Police Officer

# Assumed Risk Professions

Generally includes those public/government criminal justice professions wherein the wearing, carrying and transporting of a handgun is necessary as a reasonable precaution against the apprehended danger originating from his position. These positions included but may not be limited to: Refer to SOP 29-14-03

* Law Enforcement Officers
* Judges
* Prosecutors/Defense Attorneys
* Correctional Officer
* Military Justice Positions – Refer to defined positions provided by MCAC Liaison

# Personal Protection

Required when the applicant articulates and apprehension that he is in danger or in fear for his life. This apprehension is more than personal anxiety that the applicant’s life is in danger or that he/she may be targeted by individuals wishing to do him or her harm. Personal protection requires;

* Evidence that the applicant’s life is in imminent danger; and/or
* Evidence that the applicant is currently being targeted by individuals wishing to do him harm
* Notes: