



Maryland State Police  
Licensing Division  
**ADVISORY**  
**LD-FRS-14-001**



**January 1, 2014**

**New Policy and Procedures for 2014**

On June 14, 2013, the Maryland State Police Firearm's Registration Section notified dealers in the LD-FRS-13-0002 Advisory that effective October 1, 2013, the Maryland State Police Licensing Division would no longer accept the Maryland State Police Application and Affidavit to Purchase a Regulated Firearm (MSP Form 77R) via U.S. Mail.

On December 4, 2013, via a weekly dealer update, dealers were notified that effective January 1, 2014, the Firearm's Registration Section would no longer accept multiple Maryland State Police Application and Affidavit to Purchase a Regulated Firearm (MSP Form 77R) under one Dealer Application Fax Ledger sheet.

Consistent with the authority granted under Md. Public Safety Code Ann. § 5-120 and § 5-122, in order for a 77R to be accepted as properly submitted, it must be faxed alone, attached to its own Dealer Application Fax Ledger sheet and must be legible. These requirements will assist in the processing of the 77R as we integrate new technology. Any submission not in compliance with this requirement will be returned to the submitting dealer and will be required to be resubmitted in accordance with the established protocol. Illegible 77R's will be considered improperly completed and shall be disapproved. The full automation of the 77R will be a priority for the Maryland State Police Licensing Division during 2014, and dealers will be notified throughout the year of progress.

Several dealers are delinquent in submitting payment on invoices for the period covering May, 2013 through August, 2013. Failure to submit payment as required will result in the delay in processing and/or approval of a dealer's application to renew his/her Regulated Firearm's Dealer's License. Dealers are encouraged to ensure that payments are up-to-date before submitting any renewal requests. Delinquent payments will continue to be forwarded to the State's Central Collections' Unit.

A copy of the approved Dealer Application Fax Ledger sheet has been attached to this Advisory and has been posted to the Licensing Division's website for downloading and printing as needed. No modifications to this form are authorized. Any altered form will be returned for resubmission pursuant to the State's requirements.