



Mecklenburg County Sheriff's Office

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MEDIA ALERT FOR IMMEDIATE RELEASE

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MCSO To Reopen Registration Unit Operations With Restrictions

(CHARLOTTE, NC) - Pursuant to the Phase 2 Order issued by the North Carolina Governor, effective Monday, June 1, 2020 at 8 a.m., the Mecklenburg County Sheriff's Office will reopen the Registration Office responsible for fingerprinting, pistol purchase permits, concealed handgun permits, and court ordered registration for sex offenders to the public. The office will be available by appointment only, walk-ins will not be accepted at this time.

Prior to entering the office for a fingerprinting appointment, everyone must have their temperature taken and receive a wristband at Mecklenburg County Detention Center Central located directly across the street at 801 East Fourth Street. We also request that a mask and/or face covering be worn to the appointment. There will also be identifiable floor markers to enforce social distancing.

Purchase Permits

Applications will continue to be accepted online. It is a requirement that the AOC-917 form be notarized and uploaded to the customer's application using the order tracker, faxed or emailed. Once staff have received the form and processed the application the permit will be mailed to the address provided on the application. The permit(s) will **not** be available for pickup.

New Concealed Handgun Permits

Applications During Stay at Home Order

Applicants that previously scheduled an appointment and provided the office with a completed paperwork packet must schedule an appointment for fingerprinting before the application can be completed. MCSO will send an email to these applicants with a coupon code to bypass payment when scheduling the online appointment. The permit will be mailed to the address provided on the application once completed. The permit will **not** be available for pickup.

New Concealed Handgun Applications

Applicants should complete the online application and schedule an appointment. At the appointment the paperwork will be reviewed and notarized, and fingerprints will be taken. The permit will be mailed to the address provided on the application once completed. The permit will **not** be available for pickup.

Renewal Concealed Handgun Permits

Renewal Applications During Stay at Home Order

Renewal applicants that previously scheduled an appointment and provided the office with a completed paperwork packet are currently being processed. No fingerprint appointment necessary. The permit will be mailed to the address provided on the application once completed. The permit will **not** be available for pickup.

Renewal Concealed Handgun Applications

Renewal applicants do not need to come to the office for any reason. Applicants should fill out the online application, schedule an appointment, print the application, and have it notarized. Once notarized the paperwork must be uploaded to the customer's application using the order tracker, faxed, or emailed. The permit will be mailed to the address provided on the application once completed. The permit will **not** be available for pickup.

Non-Criminal Fingerprinting

An appointment is required for anyone requiring fingerprinting services for employment, nursing, childcare, etc. We will **not** accept walk-ins at this time.