

Nassau County



Police Department

EDWARD P. MANGANO
COUNTY EXECUTIVE

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LAWRENCE W. MULVEY
COMMISSIONER

BUSINESS PISTOL LICENSE INSTRUCTIONS

Those people applying for a business license *must* supply the following when applicable:

1. A copy of a current Business Certificate or Corporate Filing Receipt.
2. A notarized letter from the applicant's bank, on bank letterhead, stating that a business account exists in that branch of the bank and the average weekly cash deposits.
3. Bank statements showing cash deposits into the business bank account.
4. Income tax return for the previous year.
5. If the business is located in a residence, submit a notarized letter from the governing municipality stating that they know a business is being operated from the residence and that it is complying with all local laws and zoning ordinances.
6. Other documentation may be required as determined by you investigator.
7. Letter of Necessity: all business applicants *must* submit a notarized letter of necessity detailing the need for a business license. The letter *must* be on business letterhead and signed by an officer or partner of the company, other than the applicant. In the case of sole proprietorship, the owner of the company can sign. The letter must include the names and license numbers of all members of the company who possess a business license for that business.
 - a. The need for a business may be established for a variety of reasons, including but not limited to the following:
 - i. Business is located in a high crime area,
 - ii. Business is of a type that is subject to violent crime,
 - iii. Large amounts of cash or negotiable instruments are transported,
 - iv. Valuable merchandise or equipment are carried,
 - v. Physicians carrying narcotics and registered with the DEA. (*must* supply certificate)
 - b. The letter of necessity *must* also contain the following:
 - i. For an employee of a company, a detailed description of his or her employment and reason for the need for a licensee to carry a concealed handgun.
 - ii. Statement acknowledging that the handgun *must* only be carried during the course of business.
 - iii. A statement that the handgun will be safeguarded by the employer/applicant when not being used.
 - iv. A statement acknowledging the applicant must surrender the handgun and license should their employment terminate for any reason.
 - v. A statement indicating the applicant has read and understands the provisions of Penal Law Article 35 (Use of Deadly Force), Section 265 (Criminal Possession and Use of a Firearm), and Section 400 (Responsibilities of a Handgun Licensee)