

**OFFICE OF THE SHERIFF**

*Brown County*

2684 DEVELOPMENT DRIVE

GREEN BAY, WISCONSIN 54311

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**TODD J. DELAIN**  
SHERIFF

**FORMER LAW ENFORCEMENT OFFICER CONCEALED CARRY CERTIFICATION INSTRUCTIONS**

**Certification Requirements:**

- Applicant is a Wisconsin resident.
- Applicant is not prohibited from possessing a firearm under federal or state law.
- Separated in good standing (HR218, 926B (c)) from service as a law enforcement officer for the Brown County Sheriff's Office or an agency the Brown County Sheriff's Office succeeded.
- Aggregate service of at least 10 years or separated due to service-connected disability after completion of probation.
- Applicant provides documentation satisfying s. 175.49 (3)(b)1-3. Wis. Stats.
- Completes firearms qualification required for active law enforcement officers as denoted in s. 175.49(3)(b)5, Wis. Stats.

**What the Application Packet Must consist of:**

1. A signed and completed application form containing all requested information.
2. Acceptable proof of firearms qualification: a Minimum Standards Handgun Qualification Course certificate issued by a LESB firearm instructor (per s. 175.49).
3. A signature on the application affirming compliance with WI Stats. 175.49(3)(b) 1 - 5.

**Type of Firearm Qualified to Carry**

The firearms shall be those for which the former officer, with in the last twelve months, has been deemed qualified as a result of meeting the standard qualification for firearms training for active law enforcement officers established by the state.

**Certificate Expiration:**

All certificates issued are valid for a period of 12 months from the date the Applicant last was qualified with a firearm.

- For separating active employees, the Sheriff's Office utilizes the established state official firearms qualification course annually and provides supplemental training through the course of each year. Officers that separate during the course of the year, as long as they are performing in the Sheriff Office's firearms courses at an acceptable level, shall be considered as qualified for one year from the date of their separation.
- For already separated employees, the firearms qualifications test must be at the expense of the applicant and must meet the current standards for active law enforcement officers to carry a firearm established by the Wisconsin Law Enforcement Standards Board.

**Renewal of Certification Cards:**

Requests for renewal of the certification card SHOULD be made prior to the expiration of the certification card, and the applicant must meet the certification requirements.

**AN EXPIRED CARD DOES NOT PROVIDE THE FORMER OFFICER THE PRIVILEGE TO CARRY CONCEALED.**



## OFFICE OF THE SHERIFF OF BROWN COUNTY FORMER OFFICER CONCEALED FIREARM CERTIFICATION APPLICATION

### APPLICANT INFORMATION

Applicant's Full Legal Name (Last, First, Middle):		DOB:	Maiden/Former/Alias Names Used:	
Sex:	Race/Ethnicity:	Height (Ft, In):	Eye Color:	Primary Phone, Secondary (if possible):
Current WI Residential Street Address (PO BOX NOT ALLOWED)			Date of Hire and Separation from the agency:	
City:	State:	Zip Code:	Years of Service (must be 10 years aggregate of service)	
Date of Current HR218 Card Expiration (or NA):			Date of Certification Course Completion:	
<b>YES</b>	<b>NO</b>	<b>All Applicants must answer each question with a Yes or No in the appropriate column</b>		
		1. Have you ever been convicted in any court of a felony, including a felony in Wisconsin or a crime committed elsewhere that would be a felony in Wisconsin, or any other crime for which the judge could have imprisoned you for more than 1 year?		
		2. Have you been adjudicated delinquent for an act committed on or after April 21, 1994, that if committed by an adult in Wisconsin, would be a felony <b>and</b> have not been exempted from the firearm prohibition by order of a court pursuant to s. 941.29(8)?		
		3. Have you ever been found not guilty of a felony in Wisconsin by reason of mental disease or defect, <b>or</b> not guilty of or not responsible for a crime elsewhere that would be a felony in this state by reason of insanity, or mental disease, defect, or illness?		
		4. Are you currently under indictment or have a felony charge pending against you in any court?		
		5. Have you ever been convicted of a misdemeanor crime of domestic violence?		
		6. Are you an unlawful user of, or addicted to, marijuana or any depressant, stimulant, narcotic drug, or any other controlled substance?		
		7. Are you currently free on bond or bail for a pending felony or misdemeanor offense, or as a witness, where the court has ordered you not to possess a dangerous weapon?		
		8. Are you a fugitive from justice?		
		9. Are you subject to a court order (domestic abuse injunction, domestic abuse tribal injunction, child abuse injunction, harassment injunction) that prohibits you from possessing a firearm?		
		10. Have you ever been adjudicated mentally defective (which includes a determination by a court, board, commission, or other lawful authority that you are a danger to yourself or to others or are incompetent to manage your own affairs) <b>or</b> have you ever been committed to a mental institution?		
		11. Have you ever been dishonorably discharged from the armed forces?		
		12. Have you ever renounced your United States citizenship?		
		13. Are you an alien <b>illegally</b> in the United States or a nonimmigrant alien?		
		14. Are you a legal alien of the United States? Alien Registration or INS # :		
		15. Are you a resident of the State of Wisconsin and possess a current and valid Wisconsin driver license or identification card?		

		16. Are you at least twenty-one (21) years of age?
		17. Do you meet the firearms qualification requirements for active law enforcement officers in the State of Wisconsin pursuant to s. 175.49(2)(b)5?
		18. Did you separate from service with the Sheriff's Office or from an agency of which the Sheriff's office is the successor agency pursuant to the requirements of HR218, 926B AND s. 175.49(2)(b)1-3, Wis. Stats.?

**NOTED LEGISLATION/STATUTES**

**HR218, 926B:**

- (c) As used in this section, the term "qualified law enforcement officer" means an employee of a governmental agency who—
- 1) is authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and has statutory powers of arrest;
  - 2) is authorized by the agency to carry a firearm;
  - 3) is not the subject of any disciplinary action by the agency **which could result in suspension or loss of police powers**;
  - 4) meets standards, if any, established by the agency which require the employee to regularly qualify in the use of a firearm;
  - 5) is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and
  - 6) is not prohibited by Federal law from receiving a firearm.

**175.49(2)(b)**

(b) The law enforcement agency may not issue the former law enforcement officer a certification card under par. (a) unless the law enforcement agency first verifies all of the following:

1. The former law enforcement officer separated from service as a law enforcement officer with the law enforcement agency that employed him or her in good standing.
2. The former law enforcement officer served as a law enforcement officer for an aggregate of at least 10 years or the former law enforcement officer separated from law enforcement service due to a service-connected disability, as determined by the law enforcement agency from which he or she separated from service, after completing any applicable probationary period.
3. Both of the following:
  - a. A qualified medical professional employed by the law enforcement agency from which the former law enforcement officer separated from service has not found the former law enforcement officer to be unqualified to be a law enforcement officer for reasons related to the former officer's mental health.
  - b. The former law enforcement officer has not entered into an agreement with the law enforcement agency from which he or she separated from service in which the former officer acknowledges that he or she is not qualified to be a law enforcement officer for reasons related to his or her mental health and in which he or she declines the photographic identification for that reason.
4. The former law enforcement officer is not prohibited under federal law from possessing a firearm as indicated by a search of the transaction information for management of enforcement system and the national criminal background check system.
5. The former law enforcement officer has, during the previous 12 months at his or her own expense, been found by the state, or by a certified firearms instructor if such an instructor is qualified to conduct a firearms qualification test for active law enforcement officers in the state, to meet the standards for qualification in firearms training for active law enforcement officers to carry a firearm of the type under par. (a) 1., that are established by the state or, if the state does not establish standards, by the law enforcement agency from which the former law enforcement officer separated or its successor agency.

**175.49(6) IMMUNITY.**

(a) When acting in good faith under this section, the department and its employees and a law enforcement agency and its employees are immune from civil and criminal liability arising from any act or omission under this section.

### APPLICANT'S AFFIRMATION AND ACKNOWLEDGEMENT

I \_\_\_\_\_, affirm that in accordance with s. 175.49(2) Wis. Stats.:  
Applicant's Printed Name

- 1) I have read and understand the license requirements; AND
- 2) I state that the information in this application and any document submitted with the application is **true and complete** to the best of my knowledge. I understand I may be prosecuted if I intentionally give false information on the application or submit any falsified document. The penalty for making a false statement is a fine of up to \$10,000, imprisonment of up to 9 months, or both [s. 946.32(2), Wis. Stats.] and for falsifying a document a fine of up to \$10,000, imprisonment up to 9 months or both [s. 943.38, Wis. Stats.]
- 3) I agree and affirm to hold the Sheriff's Office immune from actions taken on my part as is held out in Wis. Stats. 175.49(6).
- 4) I agree that if at any time during the life of this certification, that if factors would change that would cause me to **not be qualified** by the standards used to obtain this certification, that:
  - a. I agree that this change will immediately disqualify me from using this certification under the parameters of Federal and Wisconsin statutes, and,
  - b. I will notify the Sheriff's Office of the situation at the earliest convenience, and,
  - c. I will return the issued card to the Sheriff's Office.

Applicant Signature:

X \_\_\_\_\_

Date:

### SHERIFF'S OFFICE USE ONLY

	Approve	Deny
Can legally possess firearms, records check: Date: ____/____/____ By: _____		
Minimum 10 aggregate years of service		
WI Resident		
Photo Taken: Year of Photo used _____ (must be within last 3 years)		
Firearm Standard met: Certificate attached to application Yes ___ NA ___		
Application Reviewed for Approval By:	Review and Approval Date:	
_____	_____/_____/_____	

Notes: