

Nassau County



Police Department

EDWARD P. MANGANO
COUNTY EXECUTIVE

1490 Franklin Avenue
Mineola, New York 11501
(516) 573-7559

THOMAS C. KRUMPTER
ACTING COMMISSIONER

Pistol License Renewal Instructions

Renew your Pistol License at: www.pdcn.org

As per Penal Law § 400.00(10) failure to renew your pistol license within 30 days after the expiration date will result in the cancellation of your pistol license.

Note: If you have a Business/Armed Guard/Armored Car Guard pistol license, you should enter as much of the renewal information as possible on-line. In order to complete these types of license renewals, you MUST appear in person to provide the documentation needed to support the specific endorsement of your type of license; refer to the Business/Armed Guard/Armored Car Guard Pistol License Renewal Instructions.

A. Online:

1. Go to www.pdcn.org and select **PISTOL LICENSE RENEWAL**.
2. You will need the following:
 - a. MasterCard, Visa or Discover credit card.
 - b. Valid email address.
 - c. Digital passport type photo on your computer that you can upload **OR**
Mobile phone with a camera that can be used to email a passport type photo **OR**
Appear in person to have your photo taken.

B. In Person:

1. Verify the pre-printed information on both sides of the form.
2. Print any corrected or missing information in the space provided.
3. If you are taking any prescription medication, you must attach a separate statement detailing what medication you are taking and the reason for that prescription. This statement must be signed and notarized.
4. The two hundred dollar (\$200.00) renewal fee may be paid by credit card or personal check or money order made payable to NCPD. Checks returned for insufficient funds may result in the suspension of your pistol license and will incur a \$20.00 returned check fee. NYS Penal Law Section 400.00(14) exempts qualified Retired Law Enforcement Officers from paying pistol license application and renewal fees.
5. Failure to answer all questions truthfully will result in the revocation of your pistol license.
6. Handguns will no longer be inspected when a pistol license is renewed, however, you must be able to produce all handguns on your license when requested.

7. You must supply a digital passport type photo in one of the following three ways:
 - a. go to the web site listed above and upload a photo from your computer.
 - b. email a photo from a smart phone.
 - c. appear in person to have your photo taken.
8. Appear in person at:

Nassau County Police Department
Pistol License Section
1490 Franklin Avenue
Mineola, N.Y. 11501
9. When all of the required renewal documentation is received, a new Pistol License will be given to you.

NOTE: If you do not intend on renewing your pistol license, please advise this office immediately in order to avoid being in possession of any unlicensed handguns.

Pistol License Section Hours of Operation

Monday and Friday 8:00 A.M. to 5:00 P.M.
Tuesday and Thursday 9:00 A.M. to 7:00 P.M.
Wednesday CLOSED