



Fred Alden
Chief of Police

Ashby Police Department

893 Main Street
Ashby, Massachusetts 01431
www.ashbypolice.org



Phone: (978) 386-5652
Fax: (978) 386-7753

March 18, 2020

ASHBY POLICE DEPARTMENT FIREARMS LICENSING CHANGES DUE TO COVID-19

In an effort to reduce the spread of the COVID-19 virus the Ashby Police Department will be implementing the following changes effective immediately. We ask for the community's assistance by reducing to the maximum extent possible, people coming to the police station unless there is an emergency.

Firearms Licensing

The Ashby Police Department will continue to process License to Carry (LTC) Renewal applications with the following changes in procedure:

Renewal Applications

- The Application which is available on the Firearms Records Bureau (FRB) can be downloaded here: <https://www.mass.gov/how-to/apply-for-a-firearms-license>.
- Applicants should mail their renewal application to the Ashby Police Department at: 893 Main Street, Ashby, MA 01431 Attn: Firearms Licensing.
- The Application should include a check with the appropriate application fee. Processing of the application will not be initiated without appropriate fees enclosed.
- For licensees applying for a renewal, *prior to the expiration of their license* (and who get a receipt acknowledging so), their license will remain valid until the agency approves or denies it.

New Applicants

- Similar to the process for renewals, download the application, mail it with the appropriate fees to the Ashby Police Department.

- Your Application process will be initiated to the extent possible. New applicants will need to complete their in-person interview with the Firearms Licensing Officer and have their fingerprints and photographs obtained. *These in-person activities are required and will be scheduled at a later date.*
- This process is our attempt at complying with the Governor's social distancing guidelines and the recommendations from Health services.

Evolving nature of this pandemic will no doubt require changes to these and changes to these processes will be posted on the Police Department's website <https://ashbypolice.org/> and/or Facebook page <https://www.facebook.com/Ashby-Police-Department-231170753671730>

Respectfully,

Fred S Alden

Fred Alden
Chief of Police