


**Concealed Pistol License (CPL) applications are available from the Oakland County Clerk's Office.**

**You must apply in person in the county that you reside in. Renewal applications may also be [completed online](#) through the Michigan State Police (MSP). Complete [current laws and application information](#) are also available through the MSP.**

**All Concealed Pistol Licenses will expire on the date of birth of the applicant. They are issued for a period of no more than 5 years and no less than 4 years, dependent on the applicants' issue date and date of birth.**

## **How To Apply**

**New applicants - You must appear in person at the Oakland County Clerk's Office along with:**

-  [Concealed Pistol License Application](#) - print out, complete and bring your application to the Oakland County Clerk's Office.
- **Pistol Safety Training certificate -**
  - **Training must be completed within 5 years preceding the date of application.**
  - **Certificate must state "This course complies with Section 5j of 1927 PA 372" and "the individual has successfully completed the course."**
  - **Certificate must contain the name, original signature and telephone number of the course instructor.**
  - **Certificate must contain the name and telephone number of the state agency or a state or national firearms training organization that has certified the individual as an instructor for purposes of this section, his or her instructor certification number, if any, and the expiration date of that certification, which shall be printed on the face of the certificate or attached in a separate document.**
- **\$100.00 payment for license payable in cash, MasterCard, Visa, Discover, money order or in-state personal check.**
- **Once your application has been paid for and processed at the Clerk's Office, proceed to the Oakland County Sheriff Main Jail - Records Bureau for fingerprinting. The cost for fingerprinting is \$15.00 (cash only) and is available Monday-Friday, 8:00 a.m. to 4:30 p.m.**

## CPL Renewal Information


1. An application to renew a CPL may be submitted not more than six months before, nor one year after, the expiration of the current CPL.
2. A CPL is valid until the applicant's date of birth that falls not less than four years or more than five years after the license is issued or renewed.
3. CPL holders will be notified that their license is approaching expiration by their county clerk between three to six months prior to the expiration of their current license. A CPL may be renewed at the appropriate county clerk's office with a \$115 payment to the county clerk.
4. Upon payment of renewal fees, the applicant will be issued a receipt. This receipt, when carried with the expired license, shall serve as a valid CPL until the new license or notice of statutory disqualification is received. For the purposes of Michigan law, the receipt is considered to be part of the CPL until a renewal is issued or denied.
5. Possession of this receipt and expired CPL does not exempt the holder from the requirement to obtain a license to purchase a pistol or exempt a firearms dealer from running a background check prior to the sale of a pistol.
6. An application is considered a renewal if the applicant has previously received a CPL in compliance with the training requirements set forth in Michigan law effective July 1, 2001, and the previous license has not been expired more than one year.
7. An applicant applying for a renewal is not required to have fingerprints taken again if the applicant's fingerprints have been submitted to and are maintained by the MSP. Fingerprints have been maintained by the MSP since January 1, 2006.
8. **The applicant shall sign the statement on the application certifying that he or she has completed at least three hours of review of the required training and has had at least one hour of firing range time in the six months immediately preceding the renewal application.**

**Exception:** The training requirements are waived for an individual who is a retired police officer or retired law enforcement officer.

9. An individual licensed to carry a concealed pistol may carry a concealed pistol under the authority of his or her CPL until the CPL expires or the individual's authority to carry a concealed pistol is otherwise suspended or revoked, whichever comes first.

**Renewal applicants** - You may apply online through MSP or appear in person at the Oakland County Clerk's Office. Renewal applicants are not required to be fingerprinted. You may renew up to 6 months before or one year after the expiration of the current CPL.

**To apply in person:**

- Print out, complete the  **Concealed Pistol License Application** and bring your application to the Oakland County Clerk's Office.
- Training certificate is not required. However, you must certify (in section II of the application) that you have completed at least three hours of course review and at least one hour of firing range time within the last six months.
- \$115.00 payment for license payable in cash, MasterCard, Visa, Discover, money order or in-state personal check.
- Bring in acceptable proof for exemption status, if applicable.

**To apply online through MSP:**

- Complete application through MSP and pay \$115.00 fee online.
- Exemption status documentation, if applicable, must be provided to the Oakland County Clerk's Office by fax at 248-858-0416, mail or delivered in person. Documentation must be received by the Clerk's Office before the renewal application can be processed.

Please note: our busiest hours are between 11:30am and 1:30pm

Purchase Permit Information (OCSO)

**Fees**

- **\$100 for new license fee (does not include fingerprint fees)**
  - **\$15 fingerprint fee (cash only) for new license to be paid at OCSO Records Bureau after application is processed at Clerk's Office**
- **\$115 for renewal license fee**

**Method of Payments**

**Cash, Visa, MasterCard, Discover, Money Order or Personal Check**