

## **CORONA VIRUS FINGERPRINT PROCEDURES**

Due to the COVID precautions, we are only taking a limited number of fingerprints for original Concealed Pistol Licenses. Applications are considered "original" if you are a first time applicant or if your old CPL is more than 90 days expired.

Grandview PD will take prints on Tuesdays and Thursdays from 1:00pm to 3:00pm. Prints will only be taken by appointment, however.

Those individuals needing prints will need to call Grandview PD at 882-2000 and ask for a reservation time.

Be aware that there will be some unusual safety precautions at this time when getting prints.

Arrive no more than 5 minutes before your reserved time.

Please have exact change or checks made out to the City of Grandview.

Each person allowed into the building for prints will need to be wearing a facemask and must not exhibit any signs of illness. A thermometer reading may also be required before entry.

## **MISC NOTES**

When we fully resume fingerprinting, we will be setting up extra times to try to accommodate any backlog. A CPL can take up to 30 days to process and is good for five years.

We are still able to accept current renewals (up to 90 days prior to the expiration date), late renewals (1-90 days late), and replacements (not expired but the CPL is lost, damaged, or in need of a correction).

You can access a blank CPL application on the Department of Licensing website to print it out. We can also mail an application to you if printing is not an option. To submit your application, fill it out in its entirety and then either mail it and your check to City Hall, or put both in an envelope and use the City Hall drop box. If you wish to pay in cash, the change must be exact and it needs to be dropped off in the City Hall drop box. We have 30 days to process CPL applications.

Some tips for filling out your application:

- Listing a phone number is optional, but it helps us get a hold of you quickly if we have a question.
- Make sure your handwriting is legible – please print.
- Fill in all of the blanks – if you leave out information we cannot finish your application.
- Include your mailing address if it is different from your home.

Mail or drop off at Drop Box:

Grandview City Hall, C/O Grandview PD, 207 W. 2nd Street, Grandview, WA 98930

CPL Original: \$49.25

CPL Renewal: \$32

CPL Late Renewal: \$42

CPL Replacement: \$10.00.

If you have any questions you can call 509 882-2000 to speak to a dispatcher.

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