

SECURITY CLASS 3 APPLICATION **REQUIREMENTS**

- 1) A letter from your employer indicating:
 - A) Licensee's name
 - B) Licensee's address
 - C) Licensee's pistol license number
 - D) Working full or part time and number of hours per week
 - E) Unique ID# from New York State
 - F) Indicate if working in Civilian or uniform attire

- 2) Copy of 47 hour firearms training course certificate or:
* conditional letter of authority.

* Conditional letter of authority is a notice from New York State allowing someone to work in an armed capacity prior to taking the 47 hour firearms training course. This letter give the licensee 180 days from the date of the letter to take the 47 hour course.

- 3) Eight (8) hour refresher course certificate required annually after the issuance of the 47 hour course.