



Brockton Police Department

LTC/FID/MACE Application

Instruction Sheet

Applications for New Licenses and Renewals are processed by **Appointment only**. Please call Officer Freeman at (508) 897-5214 from 9:00am - 3:30pm, Monday through Friday to schedule your appointment, once you have completed all the steps required.

Application fees are as follows and are payable by CASH or MONEY ORDER ONLY.
(SORRY, NO PERSONAL CHECKS)

LTC/FID - \$100.00
MACE - \$25.00

- ❖ **Applicants must be citizens of the United States.**
- ❖ **Applicants must reside in the City of Brockton or be a business owner within the City of Brockton.**

The following need to be accomplished for NEW applications.

- Application completely filled out by applicant.
- Applicant needs to have their birth certificate. If naturalized for citizenship, your Naturalization Certificate is needed as well.
- Applicants for FID/LTC need to have taken a Commonwealth of Massachusetts Basic Safety course and provide the Certificate of completion. (Not needed for Mace only FID)
- Applicants need to write a separate letter, addressed to the Chief of Police, explaining the want/need for the license applied for.
- Applicants applying for a LTC for employment purposes need to submit a letter from their employer verifying the need for the license.
- Must bring proof of residence (i.e. Utility Bill, Phone Bill, Tax Bill, ETC....)

The following needs to be accomplished for RENEWAL applications.

- Application completely filled out by applicant.

From the date of the appointment, it takes approx. 4 weeks before the license is issued.

ALL INFORMATION IS SUBJECT TO CHANGE WITHOUT NOTICE