



POLICE DEPARTMENT, COUNTY OF SUFFOLK, N.Y.  
ACCREDITED LAW ENFORCEMENT AGENCY  
TRANSFER OF WEAPONS HELD BY SCPD PROPERTY SECTION  
PDCS-4224

**SAMPLE**

Form 4224

CC #:

Instructions: Form must be completed by Transferor of firearm(s)

Page \_\_\_ of \_\_\_

I, \_\_\_\_\_  
(Print Name) (D.O.B.)

hereby **TRANSFER OWNERSHIP** of the below listed weapons being held by the Suffolk County Police Department Property Section under Invoice #: \_\_\_\_\_.

MAKE	SERIAL #	MODEL	CAL	TYPE

Transferred To:

Put store name & address here

**Baits & Barrels Inc**

(Print Name of new owner)

**1315 West Main St  
Riverhead, NY 11901**

(Address of new owner)

**X**  
D.O.B.

Leave blank

Signature of Transferring Owner (Sign only in presence of Notary)

Date

STATE OF NEW YORK)  
COUNTY OF SUFFOLK)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally came \_\_\_\_\_, known to me to be the individual described herein and who acknowledged and executed the instrument above.

Notary Public

\*All **original** documents must be mailed or dropped off at SCPD Property Section\*

Address: 30 Yaphank Ave, Yaphank, NY 11980

P: 631-852-6463



POLICE DEPARTMENT, COUNTY OF SUFFOLK, N.Y.

ACCREDITED LAW ENFORCEMENT AGENCY

ATTESTATION FOR RELEASE OF FIREARMS FROM PROPERTY SECTION

**SAMPLE**

**Form 4227**

PDCS-4227b

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**Instructions:** Claimant (person seeking the release or transfer of firearm(s) to his/ herself) and/or Transferor (person seeking to transfer firearms to another) must complete and endorse form. Completed and notarized form to be submitted to: SCPD Property Section, 30 Yaphank Avenue, Yaphank, NY 11980. Complete in entirety; incomplete forms will not be processed.

Claimant/Transferor Name (Last, First, MI)		Date of Birth	<input type="checkbox"/> Male <input type="checkbox"/> Female
<b>Race</b> <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaiian/Other Pacific Islander		<b>Ethnicity</b> <input type="checkbox"/> Asian <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> White	<b>Citizenship Status</b> <input type="checkbox"/> US Citizen <input type="checkbox"/> Non-US Citizen—Country of Citizenship (specify):
Place of Birth	Social Security #	Home Phone #	Cell Phone #
Address (Street / City / State / Zip - No P.O. Box #'s)			
1. Do you have, or have you ever had, a valid Pistol License?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Issuing Jurisdiction:	License #:	Expiration Date:	
Status of Pistol License: <input type="checkbox"/> Valid <input type="checkbox"/> Cancelled <input type="checkbox"/> Suspended <input type="checkbox"/> Revoked			
2. Are you the petitioner, respondent, or defendant on any Orders of Protection or Restraining Orders?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Issuing Jurisdiction:	Docket # (if known)	Date of Issuance:	
3. Do you have any open (pending) charges for any offense in any jurisdiction (including DWI, excluding traffic infractions)?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Include all relevant details including date, charge, municipality, etc.			
4. Have you ever been convicted in any court of a felony, or any other crime for which the judge could have imprisoned you for more than one year, even if you received a shorter sentence including probation?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Include all relevant details including date, charge, municipality, etc.			
5. Have you ever been convicted of a "serious offense," as defined in the NYS Penal Law §265.00.17		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<small>"Serious offense" as defined in the NYS Penal Law §265.00.17 includes, in part, any of the following offenses: illegally using, carrying or possessing a pistol or other dangerous weapon; possession of burglar's tools; criminal possession of stolen property in the third degree; escape in the third degree; jostling; fraudulent accosting; endangering the welfare of a child; the offenses defined in article two hundred thirty-five (obscenity and related offenses); issuing abortifacient articles; permitting prostitution; promoting prostitution in the third degree; stalking in the third degree; stalking in the fourth degree; the offenses defined in article one hundred thirty (sex offenses); the offenses defined in article two hundred twenty (controlled substance offenses). This list is not all inclusive; consult NYS Penal Law §265.00.17 for the complete list.</small>			
6. Are you a fugitive from justice?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<small>Fugitive from Justice: Any person who has fled from any State to avoid prosecution for a felony/misdemeanor; or any person who leaves the State to avoid giving testimony in any criminal proceeding. Also includes any person who knows that misdemeanor or felony charges are pending against such person and who leaves the state of prosecution.</small>			
7. Have you ever been adjudicated as a mental defective or have you ever been committed to a mental institution?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, provide all relevant information:			
8. Have you ever been certified as "not suitable to possess a self-defense spray device, a rifle or a shotgun," as defined by §265.00.16, of the NYS Penal Law.		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<small>Certified not suitable to possess a self-defense spray device, a rifle or shotgun" means that the director or physician in charge of any hospital or institution for mental illness, public or private, has certified to the superintendent of state police or to any organized police department of a county, city, town or village of this state, that a person who has been judicially adjudicated incompetent, or who has been confined to such institution for mental illness pursuant to judicial authority, is not suitable to possess a self-defense spray device, as defined in section 265.20 of the NYS Penal Law, or a rifle or shotgun.</small>			
9. Have you ever been convicted of a Misdemeanor Crime of Domestic Violence?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Include all relevant details including date, charge, municipality, etc.			

**ATTESTATION FOR RELEASE OF FIREARMS FROM PROPERTY SECTION – PDCS-4227b**

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10. Have you been discharged from the Armed Forces under dishonorable conditions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
11. Have you ever renounced your United States Citizenship?	<input type="checkbox"/> Yes <input type="checkbox"/> No
12. Are you the unlawful user of, or addicted to, marijuana or any depressant, stimulant, narcotic drug, or any other controlled substance?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, provide all relevant information including the substance(s) you use or are addicted to:	
13. Was a Police Report filed regarding firearms you wish to transact? <span style="float: right;"><input type="checkbox"/> No <input type="checkbox"/> Unknown</span>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Circumstances surrounding SCPD taking/safeguarding firearms:	Name of Agency handling original incident:
	Central Complaint/Case #
14. To the best of your knowledge, was anyone arrested, summonsed, charged or indicted with regard to the SCPD taking or safeguarding these firearms?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, provide all relevant information:	

**ACKNOWLEDGMENTS**

- A. Transfers of Firearms:** I acknowledge that transferring a weapon to a person other than an immediate family member (spouse, domestic partner, child, step child) is a Crime under NYS General Business Law §898 (6), unless conducted through a duly licensed gun dealer who conducts a NiCS check on the purchaser/transferee.
- B. Straw Purchases:** I acknowledge that §265.17 of the NYS Penal Law makes it a crime, punishable as a Class D Felony, to purchase or dispose of a firearm, rifle or shotgun to another knowing that he/she is disqualified from possessing said firearm.
- C. Storage of Firearms:** I acknowledge that §265.45 of the NYS Penal Law prohibits, under designated circumstances, a person from storing or leaving a rifle, shotgun or firearm out of his or her immediate possession or control without having first securely locked such rifle, shotgun or firearm in an appropriate safe storage depository, or without having rendered it incapable of being fired by use of a gun locking device appropriate for said weapon. Violation of this law is a Crime. *Note: Nothing in this section shall be deemed to affect, impair or supersede any special or local law, regulation, ordinance or act relating to the safe storage of rifles, shotguns or firearms which may impose additional requirements on the owner or custodian of such weapons.*

**You are advised to obtain professional legal advice and to consult the full text of laws cited, in addition to all other applicable laws, for additional guidance on matters pertaining to firearms.**

**New York State Firearm Safety Information is available for your review at <http://www.governor.ny.gov/nysafeact/gun-safety>**

I have not been convicted in any jurisdiction of a felony or a "serious offense," as defined in the NYS Penal Law §265.00.17, which would render it unlawful for me to possess a pistol, rifle or shotgun in New York State. Additionally, I have not been certified as "not suitable to possess a self-defense spray device, a rifle or a shotgun," as defined by §265.00.16, of the NYS Penal Law. Additionally, I have read and understand each of the above provisions, and declare that the foregoing information which I have provided is true, complete and correct in all regards.

\_\_\_\_\_  
Signature of Claimant (Sign only in presence of Notary)

\_\_\_\_\_  
Date

STATE OF NEW YORK ) COUNTY OF SUFFOLK ) This instrument was acknowledged and executed by the above signed who personally appeared before me on this _____ day of _____, 20_____. Notary Public: _____	<b>False statements made herein are punishable as a Class "A" misdemeanor pursuant to § 210.45 of the N.Y.S. Penal Law</b>
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CC#:	Invoice #:
Date Received:	Assigned Property Section P.O.:





POLICE DEPARTMENT, COUNTY OF SUFFOLK, N  
ACCREDITED LAW ENFORCEMENT AGENCY

NOTIFICATION TO RECIPIENTS OF FIREARMS, RIFLES OR SHOTGUNS

**SAMPLE**

Form 4233

PDCS-4233

CENTRAL COMPLAINT #	INVOICE # (Property Section Only)
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<b>NOTIFICATION TO RECIPIENTS OF FIREARMS, RIFLES OR SHOTGUNS</b>		
<p><b>A. Transfer of Firearms:</b> Transferring a weapon to a person other than an Immediate Family Member (spouse, domestic partner, child, stepchild) is a crime under §898 of the NYS General Business Law unless conducted through a duly licensed gun dealer who conducts requisite checks on the purchaser/transferee.</p> <p><b>B. Straw Purchases/Transfers:</b> It is a crime under §265.17 of the NYS Penal Law, punishable as a Class D Felony, to purchase or dispose of a firearm, rifle or shotgun to another knowing he or she is disqualified from possessing said firearm.</p> <p><b>C. Secure Storage of Firearms:</b> §265.45 of the NYS Penal Law prohibits, under delineated circumstances, a person who owns or is a custodian of a rifle, shotgun or firearm from storing or otherwise leaving such rifle, shotgun or firearm out of his or her immediate possession or control without having first securely locked said rifle, shotgun or firearm in an appropriate safe storage repository or rendered it incapable of being fired by use of a gun locking device appropriate to that weapon.</p> <p>For purposes of §265.45 of the NYS Penal Law, a "safe storage repository" shall mean a safe or other secure container which, when locked, is incapable of being opened without the key, combination or other locking mechanism and is capable of preventing an unauthorized person from obtaining access to and possession of the weapon contained therein. <i>Nothing in this section shall be deemed to affect, impair or supersede any special or local act relating to the safe storage of rifles, shotguns or firearms which impose additional requirements on the owner or custodian of such weapons.</i></p> <p><b>D. Owners or Custodians of a Rifle, Shotgun or Firearm who Reside With an Individual Under 16 Years of Age:</b> Owners or custodians of a rifle, shotgun or firearm who reside with an individual under 16 years of age are required by law to comply with the safe storage/locking provisions detailed in "C" above.</p> <p style="text-align: center;"><b><i>You are advised to obtain professional legal advice and to consult the full text of laws cited, in addition to all other applicable statutes</i></b></p>		
<b>TRANSFERS OF FIREARMS</b>		
<input type="checkbox"/> If selected, the transferor listed below is currently prohibited by law from possessing firearms, rifles or shotguns:		
Name of Transferor	Date of Birth of Transferor	
<b>NOTE: Failure to select the above box <u>shall not</u> be interpreted to indicate the transferor listed above is authorized by law to possess firearms, rifles or shotguns.</b>		
Signature of Recipient of Firearms	Name of Recipient of Firearms	DATE
Signature of Department Member Issuing Notice	Name of Department Member Issuing Notice	Date
<input type="checkbox"/> Recipient Refused to Sign (must still furnish notice)		

**SAMPLE**  
Estate Letter

## Surrogate's Court of the County of Suffolk

On the Date Written Below LETTERS TESTAMENTARY WITH LIMITATIONS were granted by the Surrogate's Court of Suffolk County, New York as follows:

Name of Decedent: **John Doe**

File #: 2021-2600

Date of Death: 02-11-2021

Domicile: **County of Suffolk**

Type of Letters Issued: **LETTERS TESTAMENTARY WITH LIMITATIONS**

\*Letter should state whether you are the executor, executrix, or fiduciary of the estate\*

Fiduciary Appointed: **Jane Doe**

Limitations: As to the ongoing cause of action for wrongful death of subject decedent, the authority of the fiduciary is limited and restricted to prosecution and settlement thereof, and the defense of any claim or actions arising therefrom. Except as provided under EPTL 5-4.6, the fiduciary, as well as any attorney who represents him, is restricted and prohibited from receiving or distributing any money resulting therefrom without further order of the court.

THESE LETTERS, granted pursuant to a decree entered by the court, authorize and empower the above-named fiduciary or fiduciaries to perform all acts requisite to the proper administration and disposition of the estate/trust of the Decedent in accordance with the decree and the laws of New York State, subject to the limitations and restrictions, if any, as set forth above.

Dated: July 14, 2021

IN TESTIMONY WHEREOF, the seal of the Suffolk County Surrogate's Court has been affixed.

WITNESS, Hon Theresa Whelan, Judge of the Suffolk County Surrogate's Court

\*All **original** documents must be mailed or dropped off at SCPD Property Section\*.

Address: 30 Yaphank Ave,  
Yaphank, NY 11980  
P: 631-852-6463



Amy E Campbell, Deputy Chief Clerk

*These Letters are Not Valid Without the Raised Seal of the Suffolk County Surrogate's Court*



POLICE DEPARTMENT, COUNTY OF SUFFOLK, N.Y.  
ACCREDITED LAW ENFORCEMENT AGENCY  
SCPD Property Section Release of Firearms Checklist

**SAMPLE**  
**Form 4255**

PDCS-4255b

Page 1 of 3

**Important:** To facilitate the timely processing of your request, please adhere closely to the guidance provided by this form.

To initiate the release and/or transfer process, form PDCS-4227a (*Attestation for Release of Firearms from Property Section*) must be completed by the original claimant for the firearms and notarized. This form can be submitted by fax, e-mail, regular mail or in person, using the contact information below (Note: If faxed/emailed, the original form must be produced at the time of release/transfer). One PDCS-4227a is required for each person seeking to receive or transfer weapon(s). Federal Firearms Licensed Dealers ("FFL") who possess a current license need not submit this form.

After form PDCS-4227a has been received, required inquiries will be performed for all claimant-recipients of firearms, as well as for *transferors* (persons transferring firearms) and *transferees* (persons receiving firearms as part of a transfer). Appropriate parties will be notified of results, and will be contacted to schedule an appointment.

Under NYS law, firearms can only be transferred to a FFL or to an Immediate Family Member (child, step-child, spouse, or domestic partner ("in-laws" and parents do not qualify under the law). Assault Weapons cannot be transferred to an Immediate Family Member—they must be transferred to a New York State Dealer in Firearms. Note: While all NYS Dealer in Firearms are FFLs, not all FFLs are NYS Dealer in Firearms.

**Note Regarding Orders of Protection and/or Family Offenses:** Firearms invoiced following an allegation of a Family Offense or in connection with an Order of Protection require special processing. See Page three for guidance in these instances.

HANDGUN(S)	Required Documentation for Release of Handgun(s)
Handgun(s) Returned To Owner	<input type="checkbox"/> PDCS-4227a from claimant ( <i>must be notarized</i> ) <input type="checkbox"/> Pistol License of owner <input type="checkbox"/> Notice of Reinstatement from Pistol Licensing Bureau ( <i>if applicable</i> ) <input type="checkbox"/> Purchase Vouchers from Pistol Licensing Bureau <input type="checkbox"/> Photo identification of claimant
Handgun(s) Transferred To An Immediate Family Member	<input type="checkbox"/> PDCS-4227a for both transferor and transferee ( <i>must be notarized</i> ) <input type="checkbox"/> PDCS-4224 ( <i>must be notarized</i> ) <input type="checkbox"/> PDCS-4224-1 ( <i>if more than one transfer form is required; must be notarized</i> ) <input type="checkbox"/> Pistol License of recipient <input type="checkbox"/> Purchase Vouchers from Pistol Licensing Bureau <input type="checkbox"/> Original Notice of Suspension for Pistol License ( <i>for transferor, if applicable</i> ) <input type="checkbox"/> Photo identification of recipient <i>Immediate Family Member: Child, step-child, spouse, or domestic partner (no parents/ in-laws).</i>
Handgun(s) Transferred To A NYS Dealer in Firearms	<input type="checkbox"/> PDCS-4227a from transferor ( <i>must be notarized</i> ). <input type="checkbox"/> PDCS-4224 ( <i>must be notarized</i> ). <input type="checkbox"/> PDCS-4224-1 ( <i>if more than one transfer form is required; must be notarized</i> ). <input type="checkbox"/> Original Notice of Suspension for Pistol License ( <i>for transferor, if applicable</i> ) <input type="checkbox"/> Copy of recipient's NYS Dealer in Firearms License ( <i>Valid Photo Identification Required</i> ) <i>Must be transferred to NYS Dealer in Firearms (A FFL alone is not sufficient for handguns).</i>
Handgun(s) From An Estate, Transferred To An Immediate Family Member	<input type="checkbox"/> PDCS-4227a for transferee only ( <i>must be notarized</i> ). <input type="checkbox"/> Surrogate Court documentation (i.e.: <i>Letter of Administration/Certificate of Appointment of Administrator, Letters Testamentary/Certificate of Appointment of Executor.</i> <i>Note: Must have been issued within preceding seven months and bear raised seal of Surrogate Court. Certificate of Voluntary Administration must precisely list firearm and action to be taken.</i> <i>Originals will be retained by the Property Section and will not be returned.</i> <input type="checkbox"/> PDCS-4224 ( <i>must be notarized</i> ). <input type="checkbox"/> PDCS-4224-1 ( <i>if more than one transfer form is required; must be notarized</i> ). <input type="checkbox"/> Pistol License of recipient, Purchase Vouchers from Pistol Licensing Bureau <input type="checkbox"/> Photo identification of recipient <i>Immediate Family Member: Child, step-child, spouse, or domestic partner (no parents/in-laws).</i>



**SCPD Property Section Release of Firearms Checklist (PDCS-4255b)**

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<p><b>Handgun(s) From An Estate, Being Transferred To A NYS Dealer in Firearms</b></p>	<p><input type="checkbox"/> PDCS-4227a (must be notarized).</p> <p><input type="checkbox"/> Surrogate Court documentation (i.e.: Letter of Administration/Certificate of Appointment of Administrator, Letters Testamentary/Certificate of Appointment of Executor. <i>Note: Must have been issued within preceding seven months and bear raised seal of Surrogate Court. Certificate of Voluntary Administration must precisely list firearm and action to be taken). Originals will be retained by the Property Section and will not be returned.</i></p> <p><input type="checkbox"/> PDCS-4224 (must be notarized).</p> <p><input type="checkbox"/> PDCS-4224-1 (if more than one transfer form is required; must be notarized).</p> <p><input type="checkbox"/> Copy of recipient's FFL/NYS Dealer in Firearms License (Valid Photo Identification Required) <i>Note: Must be transferred to NYS Dealer in Firearms (A FFL license alone is not sufficient).</i></p>
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<b>LONG GUN(S)</b>	<b>Required Documentation for Release of Long Gun(s)</b>
<p><b>Long Gun(s) Being Returned To Owner</b></p>	<p><input type="checkbox"/> PDCS-4227a from claimant (must be notarized).</p> <p><input type="checkbox"/> Proof of Assault Weapon Registration and Approval (if applicable) If not registered, weapon must be registered at: <a href="https://www.governor.ny.gov/nysafeact/gun-reform">https://www.governor.ny.gov/nysafeact/gun-reform</a></p> <p><input type="checkbox"/> Photo identification of claimant</p>
<p><b>Long Gun(s) Being Transferred To An Immediate Family Member</b></p>	<p><input type="checkbox"/> PDCS-4227a for both transferor and transferee (must be notarized).</p> <p><input type="checkbox"/> PDCS-4224 (must be notarized).</p> <p><input type="checkbox"/> PDCS-4224-1 (if more than one transfer form is required; must be notarized).</p> <p><input type="checkbox"/> Photo identification of recipient <i>Assault weapons may only be transferred to a NYS Dealer in Firearms. Long Guns are only transferrable to FFL, parent, child, step-child, spouse, or domestic partner (no parents/in-laws).</i></p>
<p><b>Long Gun(s) Being Transferred To A FFL or NYS Dealer in Firearms</b></p>	<p><input type="checkbox"/> PDCS-4227a from transferor (must be notarized).</p> <p><input type="checkbox"/> PDCS-4224 (must be notarized).</p> <p><input type="checkbox"/> PDCS-4224-1 (if more than one transfer form is required; must be notarized).</p> <p><input type="checkbox"/> Copy of recipient's FFL, or NYS Dealer in Firearms License if Assault Weapons are being transferred (Valid Photo Identification Required) <i>Assault weapons may only be transferred to a NYS Dealer in Firearms. Long Guns are only transferrable to FFL, child, step-child, spouse, or domestic partner (no parents/in-laws).</i></p>
<p><b>Long Gun(s) From An Estate, Being Transferred To An Immediate Family Member</b></p>	<p><input type="checkbox"/> PDCS-4227a (must be notarized).</p> <p><input type="checkbox"/> Surrogate Court documentation (i.e.: Letter of Administration/Certificate of Appointment of Administrator, Letters Testamentary/Certificate of Appointment of Executor. <i>Note: Must have been issued within preceding seven months and bear raised seal of Surrogate Court. Certificate of Voluntary Administration must precisely list firearm and action to be taken). Originals will be retained by the Property Section and will not be returned.</i></p> <p><input type="checkbox"/> PDCS-4224 (must be notarized).</p> <p><input type="checkbox"/> PDCS-4224-1 (if more than one transfer form is required; must be notarized).</p> <p><input type="checkbox"/> Photo identification of recipient <i>Assault weapons may only be transferred to a NYS Dealer in Firearms. Long Guns are only transferrable to FFL, parent, child, step-child, spouse, or domestic partner (no parents/in-laws).</i></p>
<p><b>Long Gun(s) From An Estate, Being Transferred To A FFL</b></p>	<p><input type="checkbox"/> PDCS-4227a (must be notarized).</p> <p><input type="checkbox"/> Surrogate Court documentation (i.e.: Letter of Administration/Certificate of Appointment of Administrator, Letters Testamentary/Certificate of Appointment of Executor. <i>Note: Must have been issued within preceding seven months and bear raised seal of Surrogate Court. Certificate of Voluntary Administration must precisely list firearm and action to be taken). Originals will be retained by the Property Section and will not be returned.</i></p> <p><input type="checkbox"/> PDCS-4224 (must be notarized).</p> <p><input type="checkbox"/> PDCS-4224-1 (if more than one transfer form is required; must be notarized).</p> <p><input type="checkbox"/> Copy of recipient's FFL/NYS Dealer in Firearms License—If Assault Weapons are being transferred (Valid Photo Identification Required) <i>Assault weapons may only be transferred to a NYS Dealer in Firearms. Long Guns are only transferrable to FFL, child, step-child, spouse, or domestic partner (no parents/in-laws).</i></p>

<b>SPECIAL REQUIREMENTS: ORDER OF PROTECTION AND/OR FAMILY OFFENSE</b>	
<b>Firearms Involved and Owner/Claimant Subject/Previously Subjected to Order of Protection</b>	<p>All requirements on page 1 or 2 above must still be satisfied. In addition:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Must submit NYS Office of Court Administration form RET 1/A, <i>Application for Return of Firearms, Rifles or Shotguns to Defendant/Respondent</i>, to the Court listed below.</li> <li><input type="checkbox"/> Must obtain NYS OCA form RET – 1, <i>Order Regarding Return of Firearms, Rifles or Shotguns to Defendant/Respondent</i>, from the Court following a hearing.</li> </ul>
<b>Firearms Involved in Relation to Order of Protection and Owner/Claimant <u>is not</u> Respondent to Order of Protection</b>	<p>All requirements on page 1 or 2 above must still be satisfied. In addition:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Must submit NYS Office of Court Administration form RET 2/A, <i>Application for Return of Firearms, Rifles or Shotguns to Lawful Owner</i>, to the Court listed below.</li> <li><input type="checkbox"/> Must obtain NYS OCA form RET – 2, <i>Order Regarding Return of Firearms, Rifles or Shotguns to Lawful Owner</i>, from the Court following a hearing.</li> </ul>
<b>Firearms Involved and Owner/Claimant <u>is</u> Suspect/Arrestee for Family Offense</b>	<p>All requirements on page 1 or 2 above must still be satisfied. In addition:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Must submit NYS Office of Court Administration form RET 3/A, <i>Application for Return of Seized Weapons to Suspect or Arrestee</i>, to Court listed below.</li> <li><input type="checkbox"/> Must obtain NYS OCA form RET – 3, <i>Order Regarding Return of Seized Weapons to Suspect/Arrestee</i>, from the Court following a hearing.</li> </ul>
<b>Firearms Involved and Owner/Claimant <u>is not</u> Suspect/Arrestee for Family Offense</b>	<p>All requirements on page 1 or 2 above must still be satisfied. In addition:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Must submit NYS Office of Court Administration form RET 4/A, <i>Application for Return of Seized Weapons to Lawful Owner</i>, to Court listed below.</li> <li><input type="checkbox"/> Must obtain NYS OCA form RET – 4, <i>Order Regarding Return of Seized Weapons to Lawful Owner</i>, from the Court following a hearing.</li> </ul>
<p><b>ALL NYS OFFICE OF COURT ADMINISTRATION "RET" FORMS MUST BE FILED WITH THE FOLLOWING COURT:</b></p> <p>Suffolk County Court            Attention: Special Term Office            210 Center Drive, Riverhead, NY 11901</p> <p><i>Note: If filing in person, the Special Term Office is located on the third floor of the Courthouse.</i></p>	

**Resources, Contact Information and Links to Necessary Forms and Websites**

<b>PDCS-4227</b>	Attestation for Release of Firearms from Property Section:	<a href="http://apps.suffolkcountyny.gov/police/forms/PDCS-4227.pdf">http://apps.suffolkcountyny.gov/police/forms/PDCS-4227.pdf</a>
<b>PDCS-4224</b>	Transfer of Weapons Held by SCPD Property Section:	<a href="http://apps.suffolkcountyny.gov/police/forms/PDCS-4224.pdf">http://apps.suffolkcountyny.gov/police/forms/PDCS-4224.pdf</a>
<b>PDCS-4224-1</b>	Transfer of Weapons Held by SCPD Property Sect- Cont. Rpt.	<a href="http://apps.suffolkcountyny.gov/police/forms/PDCS-4224-1.pdf">http://apps.suffolkcountyny.gov/police/forms/PDCS-4224-1.pdf</a>
<b>NYS Safe Act:</b>	NYS Website with comprehensive information	<a href="http://programs.governor.ny.gov/nysafeact/gun-reform">http://programs.governor.ny.gov/nysafeact/gun-reform</a>
<b>Suffolk County Police Department Main Website:</b>		<a href="http://apps.suffolkcountyny.gov/police">http://apps.suffolkcountyny.gov/police</a>

**For additional information or assistance, please contact the SCPD Property Section:**

<b>E-mail:</b>	<a href="mailto:scpdpropertysection@suffolkcountyny.gov">scpdpropertysection@suffolkcountyny.gov</a>
<b>Phone:</b>	631-852-6472 (Firearms Control Officer)
<b>Fax:</b>	631-852-6470
<b>Mailing Address:</b>	Suffolk County Police Department Property Section, 30 Yaphank Avenue, Yaphank, NY 11980