

## Waterford Police Department Precious Metal Permit Instructions

**\*\*EACH EMPLOYER/EMPLOYEE WHO IS BUYING/SELLING GOLD AT STORE/KIOSK MUST BE ON APPLICATION, AND MUST HAVE FINGERPRINTS TAKEN\*\***

1. Please come to the Waterford Police Department during fingerprint hours and have your fingerprints taken.
2. **On the same day** that you get your fingerprints done please bring the following with you:
  - One check made out to the Town of Waterford for \$40.00.
  - One check made out to Treasurer, State of Connecticut for \$33.00.
  - One check made out to Treasurer, State of Connecticut for \$100.00.

The two state checks need to be separate because one pays for the FBI background check and one pays for the State of Connecticut background check. There will be **three** checks in total.

3. **On the same day** that you have your fingerprints done also bring the **NOTARIZED** application for the precious metals permit.

Once the background checks have been returned from the State of Connecticut the permit will be issued. Notification will be made once the permit has been signed by the Chief of Police so that you may pick it up at the police department.

If you have any questions please contact Jennifer Anderson at [janderson@waterfordct.org](mailto:janderson@waterfordct.org).