

**SAMPLE LETTER
MUST BE ON DEPARTMENT LETTERHEAD
ORIGINAL COPY ONLY
FAXES NOT ACCEPTED**

I. I, _____, hereby certify under penalty of perjury
(Full Name of Officer)
that I am a law enforcement officer, that the weapon(s) and/or device(s) being purchased
is/are for use in performing my official duties and that the weapon(s) and/or device(s)
is/are not being acquired for personal use or for purpose of transfer or resale.

(Qty.) (Mfg. & Part #) (Caliber) (Capacity) (Finish)

(Signature of Officer) (Date) (DOB) (DL#) (Dept. ID#)

**POSSESSION OF THESE MAGAZINES BY ANYONE OTHER THAN A LAW
ENFORCEMENT OFFICER IS A FELONY**

II. I, _____, hereby certify under penalty of
(Full Name of Sheriff or Chief)
perjury that I am the supervisor of the above listed purchasing officer, that the
purchasing officer is acquiring the weapon(s) and/or device(s) for use in official duties,
that the weapon(s) and /or device(s) is/are suitable for use in performing official duties,
and that the weapon(s) and/or device(s) is/are are not being acquired for personal use or
for purposes of transfer or resale. I also certify that a records check of the purchasing
officer has been conducted and reveals no criminal convictions for misdemeanor crimes
of domestic violence.

(Signature of Sheriff or Chief)

(Department Name)

(Name of Sheriff or Chief)

(Date)

(Department Address)

(Sheriff or Chief Office Phone Number)