



STATE OF TENNESSEE
Peace Officer Standards and Training Commission

www.tn.gov/let/post

3025 LEBANON PIKE
NASHVILLE, TENNESSEE 37214-2217
TELEPHONE (615) 741-4461
FAX (615) 532-0502

Dear LEOSA Applicant:

Thank you for your inquiry as to your LEOSA renewal. Attached, please find the necessary documents you will need to process your LEOSA renewal.

In the meantime, if you have any questions or concerns, please feel free to contact me via email at stephanie.gordon@tn.gov or via phone at (615) 741-8479. Thank you for your cooperation and time in this matter.

Sincerely,

Stephanie S. Gordon
Administrative Manager
P.O.S.T. Commission



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PEACE OFFICER STANDARDS AND TRAINING COMMISSION
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RENEWAL OF RETIRED LAW ENFORCEMENT OFFICER SAFETY ACT

Thank you for your request to renew your LEOSA Certification. In order to renew, you will need to take the following steps:

Complete and sign the LEOSA Renewal for Retired Law Enforcement Officers Form (IN-1733). This renewal application can be found on the website at <https://www.tn.gov/commerce/post.html>.

You have the option of a card that is renewable every four (4) years, which is valid **ONLY** in the State of Tennessee or a card that is renewable annually. *As of July 1, 2017, a TBI/FBI fingerprint report is required for the annual nationwide card. See below for IdentoGo fingerprint instructions.*

Go to an approved firing range, and qualify. You will need a certificate and firearms roster showing qualification. The roster needs to list each weapon used to qualify including the make, model, serial number, and caliber.

Return form IN-1733, a copy of your certificate and roster from the range and a check for ten-dollars (\$10.00) made out to the State of Tennessee, P.O.S.T. Commission. You may bring by your documents and payment to our office located at 3025 Lebanon Pike, Nashville, Tennessee 37214, during the business hours of 8:00 a.m. to 4:30 p.m., or you can mail it to our office directly. Upon your application being processed, you will be issued a new card and certificate.

At the IdentoGo vendor, an applicant's fingerprints will be taken electronically and submitted directly to the TBI/FBI. The criminal history report will then be sent to the State of Tennessee, P.O.S.T. Commission Office within five (5) to seven (7) business days. A fee of **\$35.15** is required to be paid directly to the IdentoGo at the time the applicant's fingerprints are taken. To utilize the services of IdentoGo and properly complete the process, please comply with the IdentoGo Tennessee applicant processing services form. These directions can be found on the website, <https://www.tn.gov/commerce/post.html>.

If you should have any further questions, please feel free to contact our office during regular business hours of 8:00 a.m. to 4:30 p.m. at (615) 741-4461.



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LEOSA Renewal Application

First Name: _____ Last Name: _____ MI: _____

SSN (last four digits): _____ DOB: ____/____/____

Rank: _____ Badge #: _____ Employee ID: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Email _____

Home Ph. # _____ Cell Ph. # _____

Driver's License# _____ State _____

Retired Agency/Department _____

Please indicate clearly which option you are selecting for certification:

Option 1- Valid in Tennessee only: This certification, pursuant to T.C.A. §38-8-116, does not meet the requirements of 18 U.S.C.A. § 926B and C [Retired Law Enforcement Officer Safety Act (LEOSA)]. A retired officer certified under this option is not permitted to carry a firearm outside of the state of Tennessee unless otherwise authorized. A TBI/FBI criminal history record check and qualification to carry a firearm of the same type according to the standards established by the Tennessee P.O.S.T. Commission are required every four (4) years. This certification is valid only in Tennessee for period of four (4) years.

OR

Option 2- LEOSA Compliant (valid Nationwide): This certification, pursuant to T.C.A. § 38- 8-123, conforms to the requirements of 18 U.S.C.A. § 9.2613 and C. A retired officer certified under this option is eligible to carry a firearm nationwide under federal law. Please note that a certification issued to a retired officer in accordance with this option shall be automatically revoked by operation of law upon the retired officer becoming ineligible to carry a firearm under federal law. This certification requires an annual qualification to carry a firearm of the same type according to the standards established by the Tennessee P.O.S.T. Commission, and an annual TBI/FBI criminal history record check. This certification is valid for only one (1) year. As of 7/1/2017 TBI/FBI fingerprint report required annually for renewal.

1. Applicant shall not have been convicted of any felony offense punishable by a term exceeding one (1) year. Initial_____
2. Applicant shall not currently be under indictment for any criminal offense punishable by a term exceeding one (1) year. Initial_____
3. Applicant shall not be currently the subject of an order of protection. Initial_____
4. Applicant shall not be a fugitive from justice. Initial_____
5. Applicant shall not be an unlawful user of or addicted to alcohol or any controlled substance and the applicant has not been a patient in a rehabilitation program or hospitalized for alcohol or controlled substance abuse or addiction within ten (10) years from the date of the application. Initial_____
6. Applicant shall not been convicted of the offense of driving under the influence of an intoxicant in this or any state two (2) or more times within ten (10) years from the date of application and that no convictions has occurred within five (5) years from the date of application or renewal. Initial_____
7. Applicant shall not have been adjudicated as mental defective or incompetent; committed to or hospitalized in a mental institution; appointed by a court conservator for reason of mental effect; judicially determined to be disabled by reason of mental illness, development disability or other mental application; found by a court to pose an immediate substantial likelihood of serious harm, as defined in T.C.A. Title 33, Chapter 6, Part 5, because of mental illness. Initial_____
8. Applicant shall not have been discharged from the Armed Forces under anything other than honorable discharge Chapter 1340-02-05-.02(5). Initial_____
9. Having been a citizen of the United States, applicant shall not have renounced their citizenship. Initial_____
10. Applicant shall not have been convicted of a misdemeanor crime of domestic violence as defined in 18 U.S.C.A. 921(33). Initial_____
11. Applicant shall not be receiving social security disability benefits for reason of alcohol dependence, drug dependence or mental disability. Initial_____
12. Applicant shall not have been convicted of the offense of stalking. Initial_____
13. Applicant shall have retired from an agency in good standing with a minimum of ten (10) years total creditable service in a commissioned status. Initial_____
14. Applicant shall have had powers of arrest at the time of retirement. Initial_____
15. Applicant must carry the handgun you qualify with (H.R. 218). Initial_____

I have read the above qualifications and attest to the fact that I am in compliance with these qualifications.

Signature:_____Date:_____



PEACE OFFICER STANDARDS AND TRAINING COMMISSION

L.E.O.S.A. Firearms Training Completion Certificate



I, _____, do hereby certify that
Print Name of Firearms Instructor

Retired Officer: _____
Print Name of Retired Officer

Has successfully completed a course of firearms instruction and training this

_____ Day of _____, 20_____

At the _____
Name and Address of Firearms Range

I further certify that I am a P.O.S.T. Certified Firearms Instructor with

Name of Agency or Institution

And that the prescribed course is P.O.S.T. Certified and satisfies the conditions of
18 U.S.C. §926 and T.C.A. Code §38-8-116 entitled "Law Enforcement Officer's Safety Act".
I do hereby recommend that the aforementioned retired Law Enforcement Officer be
granted all privileges afforded by the L.E.O.S.A.

Signature of Firearms Instructor - Write name legible