

CHP Renewal Requirements

- You may renew up to 120 days (4 months) prior to your permit's expiration. *A renewal letter and application packet will be mailed to Larimer County permit holders within the renewal window.*
- Once you receive your renewal packet you must submit these items in person at the Sheriff's Office Monday-Friday between 9am-4pm (except holidays):
 1. CHP Renewal application
 2. \$53 cash, credit card (fee), check, money order, or cashier's check payable to the Larimer County Sheriff's Office
 3. Notarized affidavit (provided in the renewal packet) stating that you are still qualified to possess a permit per the requirements of 18-12-203 (1a-g)
- There will be a \$12 late fee added to the renewal fee if your permit has expired. By law, if you do not renew within 6 months of your permit's expiration your permit will permanently expire, no exceptions.
- A new photograph will be taken at the time you submit your renewal
- The average renewal processing time is usually 2-4 weeks. The new permit will be mailed to you. The new permit will expire 5 years from the expiration date of your previous permit.

Please note that legislative changes were put into effect in 2014 regarding the Concealed Handgun Permit renewal process. If you move out of the county that issued your permit, you are now required to renew your permit with the Sheriff in the county that you currently reside, own property, or where you rent/lease property for your business.

If you have questions, please contact the CHP Specialist at (970) 498-5157 or email mcdonoab@larimer.org.