

# Selectman's Office

The Selectmen's office administrates the day-day-day operation of the Town, including management of the General Government budget, and accepts applications for the use of the Municipal Community Room and Temporary Pistol permits.

Applications are processed through the Selectmen's Office to reserve the Municipal Building Community Room and also to apply for a Connecticut Temporary Pistol Permit.

To reserve the Community Room, the applicant must be a Canterbury resident, must be 21 years of age, or older, and provide a \$250.00 refundable security deposit (cash or check) and a \$150.00 nonrefundable rental fee (cash or check) with a completed Application for Use. Private bookings can be reserved no earlier than two months prior to the event date. Specific dates and times are not reserved until the completed application and applicable fees are submitted.

Temporary pistol permits are processed through the Information Office. The applicant must be a Canterbury resident, 21 years of age, or older, and must have completed an NRA-certified course. The Pistol Permit Application can be picked up at the Information Office. Effective July 16, 2021, the State of Connecticut has changed the fingerprinting process for obtaining a pistol permit. Applicants must first submit a completed Pistol Permit Application, all supporting documents, and the \$70.00 municipality processing fee (cash or check) to the Information Office at the Town Hall. Next, you must pre-enroll on the State of Connecticut Criminal History Request website and pay the applicable state and federal fees, and obtain an applicant tracking number before going to a fingerprinting location. Detailed information about how to obtain a Temporary Pistol Permit as well as the State of Connecticut Criminal History Request (CCHRS) web address can be found on the Pistol Permit Application Process document attached below. Pistol Permit Applications are processed through the Information Office at the Town Hall during normal business hours of Monday - Wednesday 9am - 4pm and Thursdays 9am - 5:30pm. For more information call 860-546-8135.

[Christopher Lippke](#)

First Selectman

860-546-9693 [Email](#)

[Patricia Faries](#)

Executive Assistant to the First Selectman

860-546-9693 [Email](#)

[Joann Engel](#)

Administrative Assistant

860-546-8135 [Email](#)

# Supporting Documents

Pistol Permit Application Process Instructions 222.89 KB

2021-2022 Approved Budget 452.06 KB

Pistol Permit Application 411.72 KB

Community Room Application for Use 599.48 KB

BOS 3-19-24 Agenda Special Meeting 20.01 KB

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BOS 4-9-24 Agenda Special Meeting 22.79 KB