



**Illinois State Police
Firearms Services Bureau
FOID Appeal Requirements (non-Mental Health)**

If your application was denied or your FOID card has been revoked, you may appeal a decision you believe was made in error or request relief from the Director of the Illinois State Police from the firearm prohibitor. **Your appeal will NOT be reviewed until ALL the documentation listed below is submitted to the Firearms Services Bureau Appeals Unit.** You may be required to submit additional documentation at the request of the Appeals Unit.

Appeal for Relief from a Firearm Prohibitor

1. Revoked FOID card (if applicable) must be surrendered and Firearm Disposition Record form documenting the transfer of firearms in your possession must be presented to the local law enforcement agency where you reside.
2. Completed Request for Appeal form.
3. Completed Request for Investigation and Waiver of Liability form.
4. Notarized, signed and dated, statement in your own words, including the following information:
 - a. Details and circumstances regarding any and all convictions;
 - b. Statements regarding any sentence including jail time or probation served; and,
 - c. Statements regarding your compliance or non-compliance with the terms and conditions of your probation or parole, including any required drug testing.
 - d. Statements to support your suitability for the restoration of your firearm rights.
5. At least three current (within 45 days), notarized letters from adults (signed and dated), at least one from an adult living with you*, stating:
 - a. His/her full name, date of birth, and relationship to you;
 - b. His/her opinion of your current risk of dangerousness;
 - c. His/her opinion of your ability to possess firearms in a manner that will not be dangerous to public safety or yourself; and
 - d. His/her knowledge of your criminal history and/or denial/revocation of your FOID card.

**If no adult is living with you, a letter from a close relative is acceptable.*

Challenge the accuracy of the record(s) used to determine firearms eligibility

1. Completed Request for Appeal form.
2. Completed Request for Investigation and Waiver of Liability form.
3. Any additional documentation (e.g., certified court documentation) to assist the Firearms Services Bureau in correcting or updating your criminal history record.

It may also be necessary to challenge the accuracy of the record by submitting your fingerprints to establish positive proof that you are not the same person in the criminal history record used as the basis for your denial or revocation.

Incomplete or inadequate documentation may delay processing or result in the denial of your request. If your request for an appeal/relief is denied, you will be offered the opportunity for an Administrative Hearing. *All documents must contain your full name and date of birth, and must be sent to:*

Illinois State Police
Firearms Services Bureau – ATTN: APPEALS
801 South Seventh Street Suite 400-M
Springfield, Illinois 62703-2487