



**Illinois State Police  
Firearms Services Bureau  
Minimum Documentation Required for the Appeal of the Restoration of Firearms Rights**

If your FOID card has been revoked or your application denied, you may appeal the decision to the Firearms Services Bureau (FSB) of the Illinois State Police. You are NOT required to appeal at this time. Your appeal will NOT be reviewed until all of the following documentation is submitted.

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- 1. Notarized, signed and dated, statement in your own words containing or including the following information:**
  - a. Details and circumstances regarding any and all convictions;
  - b. Statements regarding any jail time or probation served; and,
  - c. Statements regarding your compliance or non-compliance with probation or parole, to include required drug testing.
  - d. Statements to support your suitability for the restoration of your firearm rights.
  
- 2. Record Corrections.** If you dispute the accuracy of the record used in the evaluation of your FOID card denial or revocation, provide any additional documentation (e.g., court documentation) to assist the Firearms Services Bureau's Appeals Unit in correcting or updating your criminal history record. **NOTE:** It may be necessary to challenge the accuracy of the record used as the basis for your denial by submitting your fingerprints to establish positive proof that you are not the same person as in the criminal history record used as the basis for your denial or delay.
  
- 3. Request for Investigation and Waiver of Liability form (signed and dated).**
  
- 4. 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; and
  - c. Your ability to possess firearms in a manner that will not be dangerous to public safety or yourself.

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Submission of the above documents does not guarantee the granting of relief, but is required to begin the review process. Incomplete or inadequate documentation may delay processing or result in the denial of your request. If your request for an appeal is denied internally, you will be offered the opportunity to have an administrative hearing. All documents must contain your full name and date of birth, and must be sent directly to:

**Illinois State Police  
Firearms Services Bureau  
ATTN: APPEALS  
801 South Seventh Street, Ste. 400-M  
Springfield, Illinois 62703**