

**REQUEST FOR REPLACEMENT OF MY CONCEALED HANDGUN PERMIT  
BECAUSE IT WAS LOST OR DAMAGED**

**To the Circuit Court of Roanoke City, Virginia**

I request that this court issue a replacement permit to carry a concealed handgun.

I have been issued a permit to carry a concealed handgun by this court.

My permit has not been suspended or revoked by this or another court, and I have not been ordered by a court to surrender my permit to carry a concealed handgun.

I am not currently subject to a protective order issued by a court.

I am requesting a replacement permit because my permit has been lost, destroyed or damaged.

I affirm that the information in this request is correct and that this request is not sought for any fraudulent purposes.

**Enclosed is a check or money order for \$5.00 payable to circuit court clerk.**

DATE: \_\_\_\_\_

\_\_\_\_\_

PRINT NAME

\_\_\_\_\_

SIGNATURE

**§ 47.1-16. Notarizations to show date of act, official signature and seal, etc. —**

State/Commonwealth of .....

[ ] City [ ] County of .....

Subscribed and sworn to/affirmed before me this .....day of ..... 20 .....

by  
.....

PRINT NAME OF AFFIANT

NOTARY PUBLIC

My commission expires .....

Registration No. ....

**THIS PORTION COMPLETED BY COURT**

A replacement permit is being issued per the above request.

Permit #: \_\_\_\_\_.

\_\_\_\_\_

Signature of Deputy Clerk Date

File with the application.

*§ 18.2-308.011(B). Upon submission of a notarized statement by the permit holder that the permit was lost or destroyed, a replacement permit may be issued. The replacement permit shall have the same expiration date as the permit that was lost or destroyed. The clerk may charge a fee not to exceed \$5.*