



NON-EMP

Maryland Capitol Police ID REQUEST FORM

Name (Print): LAST: _____ FIRST: _____ MI: _____ Date of Birth: _____

Agency / Employer: _____ Last four numbers of Social Security Number: _____

Division/Office: _____ Office Phone #: _____

Authorization (Sponsor Signature): _____

Sponsor Print Name: _____

Title: _____

Billing Information for agency payment: _____

Is the applicant, under Maryland law, permitted to carry a firearm? Yes No

If Yes, is it required for the applicant's work-related responsibilities? Yes No If Yes, Permit #: _____

State law, Code of Maryland Regulations, COMAR 04.05.01.03B says: "Except for official purposes and by authorized personnel, an individual on the property may not carry open or concealed firearms, explosives, incendiary devices, or dangerous or deadly weapons." Under COMAR 04.05.01.01A, "property means State public buildings, improvements, grounds, and multiservice centers under the jurisdiction of the Department of General Services."

Non-Employee ID Card: New Damaged Lost Transfer Name Change Renewal

Replacement cost for any category of lost State ID card is \$50.00. Replacement cost of 2nd lost card is \$100.00 3rd lost \$250.00 only Checks or money orders will be accepted and should be payable to: Dept. Of General Services. CASH WILL NOT BE ACCEPTED. A photo ID, such as a Maryland Driver's license, Maryland MVA identification card, Passport, or Current Military ID card must be shown to process this request.

Applicant Signature: _____ Date: _____

Signature authorizes release of information/background check.

For Office Use Only:

Approved Disapproved Reviewing Officers Signature _____

Date of Request: _____ Card #: _____ Inv. # _____

Agency Pay Check Money Order Amt. _____ Document #: _____

Authorized Signature: _____ Date: _____

Authorized Signature: _____ Date: _____