**Section 1231.60 Issuance of License**

a) An FCCL shall expire 5 years after the date of issuance.

b) The Department shall, 180 days prior to the expiration of an FCCL, forward to the last known address of each person whose FCCL is set to expire a notification of the expiration and instructions for renewal. If the person whose FCCL is set to expire has opted to receive electronic communications from the Department in accordance with Section 100(d)(1), then this notification will be sent via e-mail or text message.

c) The Department shall make applications available via its website no later than January 5, 2014. No later than January 1, 2022, the Department will provide an alternative to the web-based application process for Illinois residents who have limited or no access to the web-based application process by providing customer service kiosks at designated locations throughout the State.

1) Assistance with completing the application is available at all customer service kiosks. The locations of kiosks are available on the Department's website or by contacting the Firearm Services Bureau Call Center at (217) 782-7180.

2) Paper applications, which may be obtained by contacting the Firearm Services Bureau Call Center, will only be accepted from applicants with appropriate proof they are unable to apply either on the internet or at a customer service kiosk due to religion or disability. Proof of disability includes, but is not limited to, documentation from:

A) the Social Security Administration;

B) the Illinois Workers' Compensation Commission;

C) the U.S. Department of Defense;

D) an insurer authorized to transact business in Illinois who is providing disability insurance coverage; or

E) a physician or health care provider licensed in this State and is in the position to know the applicant's medical condition.

d) Applicants submitting fingerprints shall do so electronically by submitting a full set of fingerprints to the Department in an electronic format using a Live Scan vendor licensed by the Department of Financial and Professional Regulation or a law enforcement agency registered by the Department. Manual fingerprints will not be accepted.

e) Upon receiving a Live Scan Fingerprint Transaction Control Number (TCN) from the licensed Live Scan vendor or law enforcement agency, the applicant shall electronically complete and submit the FCCL to the Department.

f) The TCN for FCCL applicants will have a unique purpose code for the FCCL application process. Concealed Carry Firearm Instructors may use the TCN previously obtained for the instructor application process. No other previously obtained TCNs may be used unless the purpose code is approved for FOID or FCCL use under federal law.

g) The database of FCCL applicants maintained by the Department pursuant to Section 10(i) of Act shall be exempt from FOIA pursuant to FOIA Section 7.5(v) [5 ILCS 140/7.5(v)].

1) Persons authorized to access the database shall register with the Department to obtain a unique password granting them secure access to the database.

2) The entity employing persons requesting access to the database shall appoint a person to act as the entity's point of contact and shall enter into an agreement with the Department defining the security protocols of the database and access to the database.

h) Upon the development of a system under which an electronic version of an FCCL can be displayed on a mobile telephone other portable electronic device, the possession of that electronic version shall satisfy the requirements of Section 10(c) of the Act regarding possession of an FCCL so long as the device contains all security features required by the Department to ensure electronic version is current and accurate.

(Source: Amended at 46 Ill. Reg. 1081, effective December 21, 2021)