

FOID Card Review Board
Felony and Certain Misdemeanors pursuant to Section 8(k)
Request for Relief Checklist
Pursuant to: 430 ILCS 65/10(a) and 20 Ill. Admin. Code 3500.200

Instructions: If your Firearm Owner's Identification (FOID) Card was revoked or your FOID Application was denied because you were previously convicted of a felony and have not previously had your firearm possession rights restored through administrative or judicial action pursuant to the FOID Act, you are not permitted to obtain a Firearm Owner's Identification Card unless you receive such relief. You are NOT required to appeal at this time; however, when you do so, the information listed below must be provided:

- 1. *If your FOID card was revoked*, the first step in seeking relief is to surrender your FOID Card and a completed [Firearm Disposition Record](#), documenting the transfer of all firearms in your possession. This should have been completed within 48 hours of the revocation consistent with 430 ILCS 65/9.5. If you have not completed this step, you may find a copy of the required form on the FOID Card Review Board Website at the Forms and Checklists tab.
If your FOID card was denied, you may skip this step.
- 2. Once you have completed step one, you will need to complete a [Request for FOID Relief and Reinstatement of Firearms Rights](#) form. This form can be obtained on the FOID Card Review Board Website at the Forms and Checklists tab.
- 3. You will also need to prepare a signed and dated statement in your own words that contains:
 - A. Details and circumstances regarding any and all convictions;
 - B. Statements regarding any sentence including jail time or probation served;
 - C. Statements regarding your compliance or non-compliance with the terms and conditions of your probation or parole, including any required drug testing; and
 - D. Statements to support your suitability for the restoration of your firearm rights.
- 4. At least two current (within 45 days of ISP's receipt), notarized, signed and dated letters from adults *who are aware of the circumstances regarding the revocation of your FOID card* that states:
 - A. Their full name, date of birth, and relationship to you;
 - B. Their knowledge of the circumstances regarding the revocation of your FOID card;
 - C. Their opinion of your current mental health condition and risk of dangerousness to yourself or others; and
 - D. Their opinion as to whether your possession of a firearm would be contrary to the public interest.

Please Note: **All statements written by others on your behalf must be signed, dated and notarized.** You are encouraged to use this as a checklist because the appeal process will not begin until the FOID Card Review Board has received all the necessary documentation. It is your responsibility to provide or arrange for the above documents to be provided to the FOID Card Review Board. Upon receipt of all the documents listed above, your application will be actioned. Submission of the above documents does not guarantee the granting of relief; however, it is required to begin the review process.