

**GUN OFFENDER REGISTRATION NOTIFICATION**  
 BUREAU OF DETECTIVES/CHICAGO POLICE DEPARTMENT

**NOTE: FOR EXTERNAL AGENCY USE.**

SECTION A. OFFENDER INFORMATION			
NAME (Print Last, First, M.I.)		DATE OF BIRTH	SEX <input type="checkbox"/> M <input type="checkbox"/> F
ADDRESS			
RACE <input type="checkbox"/> BLACK <input type="checkbox"/> WHIT <input type="checkbox"/> AMER. IND./ALASK A NAT. <input type="checkbox"/> OTHER	HEIGHT	WEIGHT	EYES
<input type="checkbox"/> BLACK-HISP. <input type="checkbox"/> WHITE-HISP. <input type="checkbox"/> ASIAN/PACIFIC ISLAND.	FT. IN.		HAIR COLOR
SOCIAL SECURITY NO.	I.R. No.	S.I.D No.	IDOC No./Cook County Jail Booking No.

SECTION B. COURT INFORMATION FOR UNDERLYING GUN OFFENSE			
CONVICTED OF FOLLOWING GUN OFFENSE (Title & Citation)		DATE OF CONVICTION	
SENTENCE(S) IMPOSED & DATE	CASE No.	PROSECUTOR/NOTIFYING OFFICIAL (NAME & TITLE)	PROSECUTOR'S PHONE No.
COUNTY & STATE OF CONVICTION	POLICE REPORT No. (R.D. No.)		C.B. No.

SECTION C. PRISON/JAIL RELEASE INFORMATION FOR UNDERLYING GUN OFFENSE		
NAME OF PRISON/JAIL RELEASED FROM	PRISON/JAIL RELEASE DATE	PRISON/JAIL NOTIFYING OFFICIAL (NAME, TITLE, PHONE No.)

**NOTIFICATION OF DUTY TO REGISTER AS A GUN OFFENDER**

The City of Chicago's Gun Offender Registration Ordinance ("Ordinance") requires that any person who (A) resides within the City of Chicago ("City") and (B) on or after April 20, 2013, is convicted of, or discharged or released from a federal, state or local correctional center for incarceration for, a gun offense, as defined in section 8-26-010 of the Ordinance, must register with the Chicago Police Department within the time period set forth below. See 8-26-020(a)(1).

Pursuant to section 8-26-055 of the Ordinance, you are being notified that, to the extent that you meet the above conditions, you have a duty to register with the Chicago Police Department and to comply with the provisions of the Ordinance, some of which are summarized below:

- For the initial registration, you must report in person to register at the Chicago Police Department's Criminal Registration Section, located at 9059 S. Cottage Grove Ave. or 2452 W Belmont Ave., Chicago, IL, within 5 days of either (i) release from prison/jail or (ii) the time sentence imposed, if the sentence does not include imprisonment.
  - If you did not register in the time set forth above because, following your discharge or release from a correctional center, you were confined to a residential treatment center, hospital or other institution, you must register within 5 days of your discharge or release from such institution.
  - If you did not reside in the City at the time when registration would otherwise be required and subsequent to that time become a resident of the City, you must register within 5 days of becoming a resident of the City.
  - If you did not register within the time required above because you did not receive notice of the duty to register, you must register within 5 days of receipt of this notice.
- After the initial registration, you must report in person at the Criminal Registration Section no later than one year after the date of your initial registration and thereafter, no later than one year after the date of each annual registration, until such time that you are no longer required to register.
- You must report in person to the Criminal Registration Section any change in information required by the Ordinance, including any change in your address, within 5 days of such change.
- You must comply with the requirements of the Ordinance for a period of 4 years after the date of your first registration.

Any person who violates the Ordinance, or the Rules and Regulations promulgated under the authority of the Ordinance, shall, upon conviction, be fined not less than \$300 nor more than \$500 or be incarcerated for a term not to exceed six months, or both. Each day that a violation exists shall constitute a separate and distinct offense.

The Gun Offender Registration Ordinance and the Gun Offender Rules and Regulations are posted at [www.chicagopolice.org](http://www.chicagopolice.org).  
 By signing below, I represent and certify that I have carefully read and fully understand the above legal requirements, and I acknowledge that I have been notified about my duty to register with the Chicago Police Department and to comply with the requirements of the Gun Offender Registration Ordinance (Chapter 8-26). I also acknowledge that I have received a copy of the Gun Offender Registration Notification form (CPD-23.210).

GUN OFFENDER'S NAME (Print)	SIGNATURE OF GUN OFFENDER	DATE
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By signing below, I affirm that I have provided a copy of the Gun Offender Registration Notification form (CPD-23.210) to the gun offender.

NOTIFYING OFFICIAL [NAME, TITLE, AGENCY (Print)]	SIGNATURE OF NOTIFYING OFFICIAL	DATE
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ADDITIONAL INFORMATION
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**Note to Notifying Official:** Please ensure that the form is completed and signed by both the Gun Offender and the Notifying Official. After the form is completed and signed, please provide a copy of the form to the Gun Offender, immediately email the signed white original to [CRMNLRGSTR@chicagopolice.org](mailto:CRMNLRGSTR@chicagopolice.org), and then mail the original form with original signatures to the following address: Chicago Police Department, Criminal Registration Section - Unit 187, 9059 S. Cottage Grove, Chicago IL, 60619 or 2452 W. Belmont Ave., Chicago, IL 60618. For questions, contact the Criminal Registration Section at (312) 840-7902 or (312) 742-0101.