



SHERIFF GARY H. HAMBLIN
DANE COUNTY SHERIFF'S OFFICE
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**SURRENDER OF FIREARMS PROCEDURE
WHEN AN INJUNCTION IS ORDERED**

Wisconsin State Statute 813.12(4m), prohibits a person (the respondent) from possessing firearms when there is a Domestic Injunction ordered or a Harassment Injunction if it is specifically so ordered. You are required to immediately surrender any firearm(s) that you own or have in your possession to the Sheriff's Office, unless the judge at your court hearing approves a third party to take custody of the firearm(s).

You must immediately telephone the 9-1-1 Center at (608) 255-2345 and advise the call taker that you want to make arrangements to surrender your firearm(s) and a deputy/law enforcement officer will respond to your location.

If at all possible the firearm(s) should be enclosed in a carrying case for firearms. This means the firearm(s) must be completely contained in a gun case(s) expressly made for that purpose. The case must be zipped, buckled, tied or otherwise fastened, with no portion of the firearm exposed. Homemade cases are legal if they conform to this definition. If you do not have a case(s), please inform the person taking your call.

All firearm(s) should be unloaded. This means having no shell or cartridge in the chamber of a firearm or in the magazine attached to the firearm; having the cap removed from a percussion muzzle-loading firearm, or having the flashpan cleaned of powder from a flintlock muzzle-loading firearm. If you are unsure if the gun is loaded and/or are unsure how to unload it, please advise the call taker and the responding deputy.

The Dane County Sheriff's Office will provide you with a receipt that is conclusive proof that you as the respondent own the firearm(s) for the purpose of returning the firearm(s) when authorized by the court.

When the injunction expires or is vacated, you must petition the court for the firearm(s) to be returned to you. To do so, obtain the forms from the Clerk of Courts Office, Room GR-10, City-County Building, Madison. After completing the forms and attaching your firearms receipt, you must file the forms with the court that ordered the injunction. The judge will then decide as to whether or not your firearms are to be returned to you. If we are ordered to return your firearm(s) to you, we need a current phone number and/or address to contact you. At the time of release, you will also need to complete a Sheriff's Office Firearms Release Form that follows state and federal laws. The telephone number for our Evidence/Property Section is (608) 284-6803.

**ALL LOCAL, STATE, AND FEDERAL LAWS PERTAINING TO FIREARMS INCLUDING
POSSESSION, STORAGE, AND TRANSPORTATION APPLY**

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