

**TIDEWATER COMMUNITY COLLEGE  
NOTICE OF INTENT TO STORE FIREARM FORM**

From: \_\_\_\_\_ SIS/EMPL ID # \_\_\_\_\_

To: \_\_\_\_\_  
College Official Responsible for Location

I intend to store a firearm in my personal vehicle while on college property at the following location: \_\_\_\_\_.

The type of firearm is:      Handgun (copy of concealed handgun permit produced\*)  
                                       Rifle  
                                       Shotgun

I understand that:

- I may not carry or possess any weapon on college property except the firearm(s) identified above which shall be stored securely in my personal vehicle at all times.
- Any firearm stored in a vehicle shall be secured in a locked container, which may include the vehicle's glove compartment or trunk.
- The firearm may not be removed from the vehicle nor may the container in which it is stored be unlocked while the vehicle is on college property.
- Failure to provide advance notice of intent to store a firearm in my vehicle or to abide by the stipulations delineated above constitute a violation of college policy and subject me to appropriate sanctions, up to and including dismissal/termination.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Concealed handgun permit:    Attached    Produced    N/A   Expires: \_\_\_\_\_

(Upon expiration, a valid permit must be produced in order to continue to store a handgun on campus.)

Acknowledged: \_\_\_\_\_ Date: \_\_\_\_\_  
College Official Responsible for Location

\* If the student or employee intends to store a handgun on college property and a copy of his/her concealed handgun permit is not attached to this form, the student or employee must personally produce the permit for the college official responsible for the location. That official's signature affirms that the permit was produced or is attached and its expiration date.

R07/20/22