

	<b>KENOSHA POLICE DEPARTMENT</b>			
	<b>POLICY AND PROCEDURE</b>			
	<b>17.1 Purchase of Service Handgun by Retired Police Officers</b>			
<b>Effective Date:</b>	4/25/1980	<b>Revision Date:</b>	75/2011	
<b>Action:</b>	O-293		<b>Number of pages:</b>	1

**I. POLICY**

It is the policy of the Kenosha Police Department to allow Police Officers, upon retirement, the option of purchasing their issued service handgun for the total sum of one dollar (\$1.00).

**II. PROCEDURE**

The following procedure will be adhered to in the event a retiring police officer elects to purchase their service weapon.

1. The retiring officer will notify the Chief of Police in writing of their intent to purchase their service handgun. The notice of intent will include the make, model, and serial number of the weapon.
2. The Chief of Police will direct a letter to the City Clerk-Treasurer informing that office of the retiring officer's intention to purchase the handgun. This letter will include the date of retirement, along with the make, model, and serial number of the weapon.
3. The retiring officer will appear at the office of the City Clerk-Treasurer, pay the one dollar (\$1.00) fee, and receive a receipt.
4. The retiring officer will furnish the Chief's Office with a copy of the receipt.  
Police Officers leaving the Department for reasons other than retirement are not eligible to purchase their service weapon.

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