

# CCW Application Procedure

For Residents of the Unincorporated Areas  
of Calaveras County

The authority to carry a concealed weapon (CCW) is set forth in California Penal Code Sections 26150 through 26225. These sections state in part:

**PC 26150** The Sheriff of a County, upon proof that the person applying is of good moral character, that good cause exists for the issuance, and that the person applying is a resident of the County, may issue that person a license to carry a pistol, revolver, or other firearm capable of being concealed upon the person.

Under the Penal Code, the Sheriff of the County has the authority to issue a State of California permit to carry a concealed weapon. However, if you reside within an incorporated area in Calaveras County, your application for a CCW should be made with the highest ranking law enforcement official that has jurisdiction over your place of residence.

“My policy regarding CCW permittees and alcohol/drug use is zero tolerance. Use of a controlled or illegal substance while in possession of a concealed weapon permit nullifies and voids the permit.”

## **When can a citizen possess a firearm without a CCW?**

A citizen does not need a CCW in the following situations:

1. To possess a loaded firearm in one's residence, personal property or place of business as a business owner.
2. To carry an unloaded weapon going to or returning from a shooting range, hunting, or sporting event involving firearms, provided it is in a locked container other than a glove compartment or utility box.
3. To possess or carry an unloaded rifle or shotgun.

## **Concealed Weapons License (CCW)**

The Sheriff may issue a CCW under the following conditions:

1. The applicant is a full-time permanent resident of Calaveras County or is principally employed in Calaveras County and spends a significant amount of time in this County. *{Note: Those permits issued to non-residents employed within Calaveras County as stated above are only valid within Calaveras County and must be renewed every ninety (90) days}*
2. The applicant is of good moral character.
3. The applicant has good cause for carrying a concealed weapon.
4. The applicant has completed the required CCW training certification course.

## **Departmental Restrictions on the Issuance of a CCW**

An applicant will be refused a CCW under the following circumstances:

1. The applicant is not a full-time permanent resident of Calaveras County or does not both work principally in Calaveras County and spend a significant amount of time in the County.
2. The applicant is the subject of a restraining order issued by any court.
3. Conviction of Driving Under the Influence of Drugs/Alcohol within the past five (5) years.
4. Conviction of a felony.
5. Conviction of a misdemeanor offense which renders one unlawful to possess a firearm under PC 29805 (please refer to DOJ's application BOF 4012 for a list of these offense codes and descriptions).
6. Conviction of PC 148 (resisting or interfering with a peace officer) within the past five (5) years.
7. Conviction of a drug offense under the Health & Safety Code within the past five (5) years.
8. A CCW will not be issued for any employment related purposes. Your employer must meet certain criteria with the State if requiring employees to carry a firearm.

### **I. CCW License Initial Request:**

Any omissions or false information given on the application is immediate cause for rejection of the application.

### **II. Sheriff's CCW Application Guidelines:**

Applicant must be a current resident of Calaveras County and must be able to prove full-time permanent residency; or be employed full-time in Calaveras County and spend a significant amount of time in the County. *{Note: Those permits issued to non-residents employed within Calaveras County as stated above are only valid within Calaveras County and must be renewed every ninety (90) days}*

Applicant must be a minimum of 21 years of age.

At the time of the application, the applicant must present to the Sheriff's Department the following documentation:

- Valid California Driver's License/Identification Card
- Proof of Residency
- Non-refundable Application fee of \$ 20.00 (PC 26190(b)(2))

**\*\*The Sheriff's Department will not accept incomplete applications\*\***

The application will be submitted to the Sheriff for review. If the Sheriff determines that good cause for issuance exists, the applicant will receive written notification to proceed with the required firearms training. (PC 26202)

If the Sheriff determines that good cause for issuance does not exist, the applicant will be given written notification of that determination. (PC 26202)

The applicant will be required to complete a Firearms Certification Course (8 to 16 hours) and provide proof of completion within 60 days of the Sheriff's good cause notification. Please contact the CCW Liaison to schedule an appointment for the inspection of the firearm(s) and applicant fingerprinting.

Non-refundable DOJ fee of \$93.00 due and payable (PC 26190(a)(1))

Please allow up to 45 minutes for this appointment. The weapons to be listed on the CCW (maximum of three) must be brought to the Sheriff's Office unloaded.

Please allow 10-12 weeks for clearance from the FBI and the CA Department of Justice. During this time, the CCW Liaison will perform all other background duties as well as firearms research to verify ownership and status.

Upon completion of the applicant's background check, the file will be forwarded to the Sheriff for final review. If approved, the applicant will be contacted to take possession of the issued permit.

- Final payment of \$ 80.00 due and payable (PC 26190(b)(2))

If denied, the applicant will be notified by mail within thirty (30) days from the time the Sheriff's Department received the DOJ data. The reason for the denial shall be stated.

The above procedures may be subject to change as this office is notified of new mandates/procedures/changes in fees, etc., from the State Department of Justice or pursuant to case law.

**III. CCW License Renewal Procedures:** The standard CCW is valid for two (2) years. Permit holders should not allow the permit to expire before applying for renewal. The renewal process can be initiated up to eight (8) weeks prior to the expiration date.

Applicants must apply for renewal in person and present proof of completion of a 4-Hour Firearms Course as required.

- Non-refundable fee of \$ 77.00 due and payable (PC 26190(c))

All applicants are responsible for notifying the Sheriff's Office of any changes on the CCW permit at time of renewal; including changes of address (physical or mailing), employment, weapons, etc.

All information will then be reprocessed as before, with the new dates as well as any changes entered into the system. Again, the applicant's driver's license and firearms records will be verified; and this updated information given to the Sheriff for his approval.

Applicants should allow approximately four (4) weeks for renewal of the CCW. When approved, the CCW will be mailed to the applicant.

If the applicant is denied a renewal, the applicant will be notified by mail within thirty (30) days and the reason for the denial will be stated.

**IV. Transfer of CCW from One County to Another:**

A person holding a valid CCW who moves into Calaveras County must comply with all provisions as indicated in Section II (CCW Application Guidelines).

A person holding a valid CCW who moves out of Calaveras County must notify this office and surrender such permit immediately.

## **V. CCW Amendments/Modifications**

Amendments/modifications to a CCW must be done in person. These include changes of address or other information, adding and/or deleting a firearm to an existing CCW, Etc.

If changes are made prior to the time of renewal; Form BCIA 4502 must be completed and the new or changed information input into the system. The CCW Coordinator must type the changes on the CCW holder's original (white) copy of the CCW, as well as the file copy. The original Form BCIA 4502 is sent to the Department of Justice, and a copy is placed in the holder's CCW file. A fee of \$10 will be payable at the time of modification for changes prior to renewal. (PC 26190(e)(1))

If changes are made at the time of renewal, the CCW Coordinator will note the changes in the CCW holder's file. No modification fee is payable if changes are made at the time of renewal.

### **Waiver of Requirements**

No member of the Sheriff's Department staff, other than the Sheriff, may waive any of the above-listed requirements or his fees.

***The Sheriff may suspend or revoke a CCW permit in which he has issued if necessary.***

***Any peace officer may seize a permit issued by the Calaveras County Sheriff if necessary.***