



RED BLUFF POLICE DEPARTMENT
CONCEALED WEAPON LICENSE APPLICATION PROCEDURE

CONCEALED WEAPONS PERMITS (CCW)

1. Complete ALL sections of the Application Packet and return to our office.

DO NOT sign the application & no fees are due at that time.

2. You will be contacted to schedule your appointment and appointments will be scheduled for Thursdays only.

For New CCW - Items to bring to your appointment:

- New CCW Applicant Payment of fees –
 - \$17.00 (payable to RBPD); the balance of \$169.00 to be paid upon approval and pick up of your CCW permit.
- *Firearm Training Certificate of Completion with one of our approved instructors.*
- Present the weapons you want listed on your permit for verification. All weapons must be registered to the applicant or spouse. **The weapons must be unloaded and in a locked case when presented.**
- Valid ID or driver's license.
- Proof of City Residency – example: bill to your address, in your name
- Live scan (aka Fingerprinting) - Upon completion of your interview with the Lieutenant or his designee, you will be given a live scan form for your fingerprinting. (You will need to contact the Tehama County Sheriff's Office at 530-529-7940 to schedule that appointment. Please bring the completed portion of that form back to RBPD, when your live scan is finished.)

After your permit application and live scan results have been received and reviewed, you will be contacted with either approval or denial of your application.

For Renewal CCW - Items to bring to your appointment:

- *Fees: \$44.00 payable to RBPB & \$52.00 payable to DOJ. Checks only please.*
- *Firearm Training Certificate of Completion with one of our approved instructors*
- *All firearms you would like on your permit – unloaded and in a locked case.*
- *Valid ID or Driver License*

If all requirements have been met, you will receive your renewal permit at the conclusion of your appointment.

For Modifications to CCW –

- *Forward via email to FMorris@rbpd.org the Make, Model & Serial # of the firearm you would like to add/delete, to be typed in advance of your appointment. OR drop off the completed Firearm Qualification cert. with the firearm you would like to add.*
- *You will be contacted to make an appointment with Lt. Hansen.*
- *There is NO fee for our agency in adding / deleting firearm(s) to your CCW.*

If all requirements have been met, you will receive your modified permit at the conclusion of your appointment.

****The Red Bluff Police Department will not accept training certificates from firearm instructors not listed ****

Agency Contact:

*Farah Morris
Executive Assistant
FMorris@rbpd.org*