

**IMPERIAL COUNTY SHERIFF'S OFFICE
CARRYING A CONCEALED WEAPON
REQUIREMENTS**

APPLICANT MUST BE A RESIDENT AND LIVE IN IMPERIAL COUNTY

CCW APPLICATION PROCESS

The application process for a license to carry a concealed weapon consists of two phases. Upon the successful completion of each phase, the applicant will advance to the next phase until the process is completed and the license is either issued or denied.

The application must be returned to the Imperial County Sheriff's Office - Records Unit, by the applicant with the following information listed below:

FIRST PHASE

CCW APPLICATIONS WILL NOT BE ACCEPTED IF INCOMPLETE. Make sure the following documents are attached;

- One -Peace Officer (active status) letter
- Two – Character reference letters
- Firearm(s) (*serial number(s) and model of weapon(s) must be verified by I.C.S.O. record's staff*)

1. Read information on page 1 and 2, in reference to the California Department of Justice Standards For License to Carry A Concealed Weapon (CCW)
2. Fill out Sections 1 through 3 **ONLY** located on pages 3, through 5
Read Sections 4 through 5, located on pages 6 through 9
DO NOT FILL OUT SECTION 6, 7, AND 8, located on pages 10 through 14, THIS PORTION MUST BE COMPLETED IN THE PRESENCE OF AN OFFICIAL OF THE LICENSING AGENCY
DO NOT PLACE YOUR SIGNATURE ON ANY PORTION OF THIS FORM, (THIS WILL BE COMPLETED UPON SUBMITTING THE APPLICATION TO THE SHERIFF'S OFFICE AND UPON CONCLUSION OF THE INTERVIEW)
3. Submit three (3) letters of reference:
One (1) CHARACTER REFERENCE LETTER; from an active peace officer, (must be an active California peace officer such as, California Highway Patrol, Sheriff's Deputy, Police Officer, or Fish & Game Warden – *who lives and works within the Imperial County*)

*** REFERENCE LETTERS ARE NOT ACCEPTED FROM THE FOLLOWING AGENCIES
U.S. Custom, U.S. Border Patrol, Department of Corrections

Two (2) CHARACTER REFERENCE LETTERS from individuals, other than relatives, who live in the Imperial County.

4. Limit - 3 Firearms
Serial numbers are to be verified by the Sheriff's Office as being registered to you or an immediate family member who resides in the same residence as you. These weapons must be listed on the applicant's concealed weapon license and the applicant must qualify with all firearms listed on applications
5. Pay 20 per cent of \$ 58.18 in the amount of \$ 11.64 (Cash or Money Order) to the Imperial County Sheriff's Office for the administration cost. All fees are subject to change.

SECOND PHASE

Applicants must be able to demonstrate *good cause* exists for the issuance of a CCW License. The applicant will be contacted to schedule an appointment with the Sheriff's designee for an interview

6. UPON COMPLETION OF YOUR INTERVIEW YOU ARE REQUIRED TO MAKE AN APPOINTMENT TO BE FINGERPRINTED. PLEASE CONTACT THE IMPERIAL COUNTY SHERIFF'S RECORDS UNIT AT 760-339-6345

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Pay a non-refundable Department of Justice fee in the amount of \$93.00 (Cash or Money Order) for a FBI, DOJ and Firearm clearance background check. All fees are set by the designated agencies that perform the criminal background checks and therefore the Imperial County Sheriff's Office is not responsible for any fees charged.

If the Applicant is successful with the initial interview, the CCW Application will be submitted to the Sheriff for pre-approval pending the CCW Firearm Course and Qualification Certificate. If pre-approved the Applicant will be notified to complete the following;

- Make an appointment with a qualified DOJ Firearm Class Instructor (*approved by the Sheriff*)
- Successfully complete the state-mandated firearms safety course
- Qualify with your weapon(s)
- Submit a FIREARM COURSE CERTIFICATE CCW class certificate

Upon receiving the CCW Firearm Course Certification, the Application will be forwarded to the Sheriff for final review on either approval or denial of a CCW License

If approved a CCW License will be issued and the applicant will be notified
If denied a certified letter will be mail to the applicant

PAY REMAINDER OF IMPERIAL COUNTY SHERIFF'S OFFICE ADMINISTRATION FEE, IN THE AMOUNT OF \$ 46.54 (CASH OR MONEY ORDER) DUE AT THE TIME OF ISSUANCE OF A CONCEALED WEAPON'S LICENSE

7. **THE FOLLOWING ARE DOJ Fees and I.C.S.O. Administrative Fees, all fees are subject to change. (The below mentioned fees do not include the Firearm Class)**

INITIAL APPLICANT FEES:

90-Day Employment CCW		Two-Year Resident CCW	
State Fingerprint Processing.	\$ 32.00	State Fingerprint Processing	\$ 32.00
FBI Fingerprint Processing	17.00	FBI Fingerprint Processing	17.00
Initial Firearms Eligibility Check	22.00	Initial Firearms Eligibility Check	22.00
ICSO Administrative Cost	58.18	Annual Firearms Eligibility Check	22.00
		ICSO Administrative Cost	58.18
TOTAL -----	\$ 129.18	TOTAL -----	\$ 151.18

APPLICANT RENEWAL FEES:

90-Day Employment CCW Renewal		Two-Year Resident CCW Renewal	
State Thumbprint Verification	\$ 8.00	State Thumbprint Verification	\$ 8.00
Initial Firearms Eligibility Check	22.00	Initial Firearms Eligibility Check	22.00
ICSO Administrative Cost	58.18	Annual Firearms Eligibility Check	22.00
		ICSO Administrative Cost	58.18
TOTAL -----	\$ 88.18	TOTAL -----	\$ 110.18

"Fees are subject to change as allowed by law. They are processing fees and as such, not refundable regardless of the decision made on the application"

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8. **CCW RENEWALS**

Before attending the Firearm Class for renewing your CCW License, you must contact the Imperial County Sheriff Office to make an appointment to be interviewed with the Sheriff Administration Staff in charge of Concealed Weapon License renewals.

9. **FIREARM CLASS INSTRUCTORS**

The following are Firearm Class Instructors, which you may choose to take your Firearm Training Class & Qualifications. The applicant will need to contact the instructor to set up a Date, Place and Time. Locations and sites will be in the Imperial County area. The fees listed below are set by the firearms class instructors and therefore the Imperial County Sheriff's Office is not responsible for any fees charged.

□ *NOTE: Fees listed below are for CCW Classes & Qualifications only*

Thomas R. Boas Home# 760-351-1767 / E-mail getenold@yahoo.com

CCW Initial	8 hour class	\$ 140.00
CCW Renewal	4 hour class	100.00

Donald L. Wharton Cell# 760-427-3244

CCW Initial	8 hour class	\$ 140.00
CCW Renewal	4 hour class	100.00

Les Knapp Cell# 760-554-1316 / Home# 355-2226

CCW Initial	8 hour class	\$ 140.00
CCW Renewal	4 hour class	100.00

Phillip Hughey 760-439-6400

CCW Initial	8 hour class	\$ 180.00
CCW Renewal	4 hour class	150.00

Lawrence Renner 760-940-6265 / Cell # 714-393-1044 / E-mail lr45@rodigy.net

CCW Initial	8 hour class	\$ 180.00
CCW Renewal	4 hour class	80.00

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CALIFORNIA CODES
PENAL CODE
SECTION 26150-26170

26150. (a) When a person applies for a license to carry a pistol, revolver, or other firearm capable of being concealed upon the person, the sheriff of a county may issue a license to that person upon proof of all of the following:

- (1) The applicant is of good moral character.
- (2) Good cause exists for issuance of the license.

(3) The applicant is a resident of the county or a city within the county, or the applicant's principal place of employment or business is in the county or a city within the county and the applicant spends a substantial period of time in that place of employment or business.

(4) The applicant has completed a course of training as described in Section 26165.

(b) The sheriff may issue a license under subdivision (a) in either of the following formats:

(1) A license to carry concealed a pistol, revolver, or other firearm capable of being concealed upon the person.

(2) Where the population of the county is less than 200,000 persons according to the most recent federal decennial census, a license to carry loaded and exposed in only that county a pistol, revolver, or other firearm capable of being concealed upon the person.

26155. (a) When a person applies for a license to carry a pistol, revolver, or other firearm capable of being concealed upon the person, the chief or other head of a municipal police department of any city or city and county may issue a license to that person upon proof of all of the following:

- (1) The applicant is of good moral character.
- (2) Good cause exists for issuance of the license.
- (3) The applicant is a resident of that city.
- (4) The applicant has completed a course of training as described in Section 26165.

(b) The chief or other head of a municipal police department may issue a license under subdivision (a) in either of the following formats:

(1) A license to carry concealed a pistol, revolver, or other firearm capable of being concealed upon the person.

(2) Where the population of the county in which the city is located is less than 200,000 persons according to the most recent federal decennial census, a license to carry loaded and exposed in only that county a pistol, revolver, or other firearm capable of being concealed upon the person.

(c) Nothing in this chapter shall preclude the chief or other head of a municipal police department of any city from entering an agreement with the sheriff of the county in which the city is located for the sheriff to process all applications for licenses, renewals of licenses, and amendments to licenses, pursuant to this chapter.

26160. Each licensing authority shall publish and make available a written policy summarizing the provisions of Section 26150 and subdivisions (a) and (b) of Section 26155.

26165. (a) For new license applicants, the course of training for issuance of a license under Section 26150 or 26155 may be any course acceptable to the licensing authority, shall not exceed 16 hours, and shall include instruction on at least firearm safety and the law regarding the permissible use of a firearm.

(b) Notwithstanding subdivision (a), the licensing authority may require a community college course certified by the Commission on Peace Officer Standards and Training, up to a maximum of 24 hours, but only if required uniformly of all license applicants without exception.

(c) For license renewal applicants, the course of training may be any course acceptable to the licensing authority, shall be no less than four hours, and shall include instruction on at least firearm safety and the law regarding the permissible use of a firearm. No course of training shall be required for any person certified by the licensing authority as a trainer for purposes of this section, in order for that person to renew a license issued pursuant to this article.

(d) The applicant shall not be required to pay for any training courses prior to the determination of good cause being made pursuant to Section 26202.

26170. (a) Upon proof of all of the following, the sheriff of a county, or the chief or other head of a municipal police department of any city or city and county, may issue to an applicant a license to carry concealed a pistol, revolver, or other firearm capable of being concealed upon the person:

(1) The applicant is of good moral character.

(2) Good cause exists for issuance of the license.

(3) The applicant has been deputized or appointed as a peace officer pursuant to subdivision (a) or (b) of Section 830.6 by that sheriff or that chief of police or other head of a municipal police department.

(b) Direct or indirect fees for the issuance of a license pursuant to this section may be waived.

(c) The fact that an applicant for a license to carry a pistol, revolver, or other firearm capable of being concealed upon the person has been deputized or appointed as a peace officer pursuant to subdivision (a) or (b) of Section 830.6 shall be considered only for the purpose of issuing a license pursuant to this section, and shall not be considered for the purpose of issuing a license pursuant to Section 26150 or 26155.