JOHN McMAHON, SHERIFF-CORONER

SAN BERNARDINO COUNTY

SAN BERNARDINO COUNTY SHERIFF'S DEPARTMENT

CONCEALED CARRY WEAPON PERMIT

APPLICATION INSTRUCTIONS – (PLEASE READ CAREFULLY)

FAILURE TO COMPLY WITH ANY SECTION OF THESE INSTRUCTIONS COULD DELAY THE PROCESSING OF YOUR APPLICATION.

1. Fill out the on-line application completely and submit it on-line.

2. After submitting the online application, you will be directed to select an appointment for an interview. Be sure to make note of the appointment date and time. Please call the Employee Resources Division at **(909)387-3750** if you have questions or did not receive a confirmation email within 10 business days.

3. Fill out all form listed on the website.

NOTICE: BRING THE FOLLOWING ITEMS AND DOCUMENTS TO THE INTERVIEW at 655 E. Third Street, San Bernardino, CA. 92415:

A. **Notarized Form** (notarized no more than 30 days prior to interview), **Residence and Employment History Form**.

B. **ORIGINAL (plus one copy)** of the following (NO EXCEPTIONS or you will have to reschedule):

1. California Driver's License OR current active military ID and original state ID
2. County certified Birth Certificate or Naturalization papers/certificate
3. Current utility bill in YOUR name with service address (Must be gas, water, electric or trash. We **DO NOT ACCEPT** cable bills, phone/Internet bills, or "past due" bills)
4. Current property tax bill, Grant Deed or Rental Agreement in your name (if you do not have any of these, please contact Employee Resources)
5. County certified marriage certificate for each marriage (if you have ever used a different last name or to add a spouse's gun to your permit)
6. Military discharge DD214 form, including discharge status

*****GUESTS, INCLUDING CHILDREN, ARE NOT PERMITTED DURING CCW INTERVIEWS*****

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C. **Two** separate **postal money orders (from the Post Office)** made payable to the San Bernardino County Sheriff's Department (SBSD), **due at the time of your interview**.

(1) Fingerprinting - **$119.00 (postal money order only)**
(2) 20% of the administrative / background fees - **$31.20 (postal money order only)**

DO NOT bring firearms or other weapons to your appointment at the Employee Resources Division. Weapons will be inspected on the range during the Firearms Safety Course.

NOTICE: NEW TRAINING REQUIREMENT

Per Penal Code section 26165, it is now a DOJ requirement that CCW permit applicants attend a specified course of training prior to the issuance of a new or renewal permit. Courses are provided through the San Bernardino County Sheriff's Department at the following costs:

NEW CCW applicant:

SBSD Range - **$112.00** (**money order** payable to SBSD)
Final fee - **$124.80**, the remaining 80% of the administrative background fee

Upon successful completion of the CCW background process, you will receive notification regarding your range/safety class date.