



SHANNON D. DICUS, SHERIFF-CORONER

2022 CCW RENEWAL SAFETY CLASS

You are receiving this letter because your CCW permit expires in 2022. The renewal class is provided via YouTube videos and the links will be provided in an e-mail. You will be required to watch all three videos and sign an attestation form which will be turned in when you submit your renewal paperwork to our new location at 18901 Institution Road, San Bernardino. Paperwork can be accepted after you have viewed the renewal class videos **AND** re-qualified at the range. Questions and concerns can be addressed at this time.

If you plan on adding a weapon to your permit, you may do so during this time. Per new California Department of Justice law implemented, you **will be required** to re-qualify with **all** firearms on your permit. There are four ranges we have approved for you to re-qualify. The ranges can be found on our CCW website. There will be an additional fee (outside of the three renewal fees) paid directly to the ranges. All four ranges have the range cards for you. Once you have qualified with the firearms on your permit, you may then submit your renewal packet to our office along with your range card.

You are required to come into the Employee Resources Division to **complete renewal paperwork 60 – 90 days prior to the expiration** of your CCW permit to ensure it is processed before expiration. Paperwork will be accepted Monday through Friday, 8:00 a.m. to 4:00 p.m. You will need to download and fill out the **ENTIRE** renewal application (*just do not sign*) at sbcounty.gov/sheriff/ccw and bring it with you to our office located at 18901 Institution Road, San Bernardino.

You must also bring **ALL** of the following:

- 13 page renewal application (on Sheriff's Department website)
- Current CCW permit and valid California Driver's License
- County certified marriage certificate (if you have had a name change or if you are adding a spouse's gun to your permit)
- 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, **NO "past due" bills, and must be within 60 days of paperwork submission**)
- Grant deed, property tax bill, or rental agreement (only if you have moved since your last renewal)
- All (3) renewal fees
- Attestation form, Terms of Use Form, and Weapons Verification Form
- Range card (Range copy provided by the range)

NO WEAPONS OF ANY KIND MAY BE BROUGHT TO OUR OFFICE.

ALL FEES MUST BE PAID WITH **U.S. POSTAL MONEY ORDERS** FROM THE POST OFFICE ONLY (NO CASH, PERSONAL CHECK, CREDIT CARDS, OR CASHIER'S CHECKS), **NO EXCEPTIONS**

STANDARD 2 YEAR RENEWAL FEES

\$52.00 payable to DOJ

\$40.00 payable to SBSD

\$38.00 payable to SBSD

JUDICIAL RENEWAL FEES (for judges only)

\$74.00 payable to DOJ

RESERVES, RANGERS, SSB, AND SHERIFF'S COUNCIL

If you have questions, or to schedule an appointment to complete renewal paperwork, please contact the Employee Resources Division. (909)473-3893