



Fresno County Sheriff's Office
John Zanoni, Sheriff-Coroner

**Carry Concealed Weapons License
Application
Nonresident Instructions**

STEP 1

INITIAL APPLICATION INSTRUCTIONS – READ CAREFULLY

NOTICE! FAILURE TO COMPLY WITH ANY SECTION OF THESE INSTRUCTIONS MAY RESULT IN DELAYS IN PROCESSING YOUR APPLICATION.

1. You must be a resident of the united states and / or U.S. Territories outside of California who can legally own, purchase and possess a firearm capable of being concealed upon your person. Additionally, you shall be member at the time of submission to one of the following groups:

- (a) The California Rifle & Pistol Association, Incorporated,
- (b) Gun Owners of America, Inc.,
- (c) Gun Owners of California, Inc., or
- (d) The Second Amendment Foundation

2. Complete the State Standard Application online at
<https://fresno.sos.ca.gov/ccw/start>

3. Obtain copies of the following items to **INCLUDE WITH YOUR APPLICATION SUBMISSION:**

- Valid state Driver's License/state ID
- Membership card for the for the mentioned groups
- A digital photo similar to a passport photo
 - Nothing in the background and neutral in color
 - No Shadows
 - Natural pose and facial expression
 - Do not digitally alter or add effects
 - No hats or glasses
- Signed affidavit you will be visiting Fresno County within the next 12 months
- Your current home address must be on record with your jurisdiction's Department of Motor Vehicles. If your current residence address does not match your state issued Driver's License/ID you shall supply one of the following:
 - A current resident CCW for the state/jurisdiction in which you reside.
 - Proof of Residency: copies of two (2) consecutive statements that reflect your name and your residence address from one of the following service providers: **(Statements must be dated within the last 90 days. We DO NOT accept past due statements. We DO NOT accept any items other than those listed)**
 - Gas/Electric
 - Water
 - Garbage

- Home Internet
- Cable/Satellite
- Home Phone
- Bank Statement
- Mortgage Statement
- Property Tax Statement

4. **Applications are accepted by appointment only. Nonresident appointments are currently scheduled for Tuesday mornings.**

5. When you have obtained the necessary attachments, fill out the State Application online at <https://fresno.sheriff.com/ccw/start> and schedule your appointment. All scheduled appointments are conducted at Pacific Standard Time (PST) and will be held virtually. You will be sent a link for your video interview, which is required by law. Ensure you are logged into the provided virtual link at the time of your interview. If you are late the interview can be rescheduled at the investigator's discretion.

During the interview, your camera shall be on, your face needs to be visible with no masks or filters covering your face during the entire interview. If the interviewer determines there are too many distractions occurring, you will be warned and if the distractions continue the investigator can end the interview and reschedule your interview for the next available date and time.

Any questions can be directed to the CCW Coordinator at sheriffccw@fresnosheriff.org or call 559 600-8515 between 7 am and 2 pm, Monday - Friday

When the first review of your application submission is complete, you will be notified either during your interview, or in writing. Notification will be provided within 90 days of the application interview date.

- If it is determined that your application **does** meet State requirements, you will be given the option to Live Scan (digital fingerprinting) at the Fresno County Sheriff's Office or complete an FBI Form FD-258 under your state's fingerprint authority's discretion. Once you have the card, please mail it to:

**Fresno Sheriff's Office, CCW Dept.
770 E. Shaw, Stu 304
Fresno, CA 93710**

- If the Sheriff determines your application **does not** meet the State requirements, a denial letter will be sent to you providing the reason(s) for denial and advising you of your right to appeal.

STEP 2

LIVESCAN - APPLICABLE FEES - BACKGROUND

1. When you receive notification that your application meets state requirements, you will be instructed to complete your fingerprint submission, which can be done either by LIVESCAN (fingerprinting) appointment here, or by submitting your FD-258 as outlined previously.
2. You will pay your fees online via the Online CCW Application program. This initial cost covers 20 percent of the local administrative fees as well as the required fees to cover State costs for live scan whether you choose to complete the live scan in California or not.
3. Upon successful completion of the application process the remaining fee can be paid through the Online CCW Application software in the amount of **\$95.34**, is required upon issuance of the CCW license. This amount is the remaining 80% of the local administrative fees.
4. The license type and associated fees are listed below:
 - **Standard (2-year) License** **\$220.63**
 - (\$125.29 local and processing fees, \$95.34 State cost and processing fees) A small additional service fee and applicable credit card fees are also collected and paid to the online servicing company.
5. Fees are reassessed July 1 of every year and subject to change as allowed by law. These fees are for processing and, as such, are **NON-REFUNDABLE**.
6. Upon return of documentation from the California Department of Justice and the Federal Bureau of Investigation indicating that you are eligible to possess a firearm, a local criminal history check will be conducted.
7. When all requested responses from various agencies have been received, your file will be reviewed by the Sheriff. If you are approved after this review, you will be notified in writing and receive instructions on how to proceed to **Step 3** of the application process. If you are denied after this review, you will be notified in writing; this letter will advise you of your right to appeal.

STEP 3

WEAPONS/RANGE QUALIFICATIONS AND TRAINING

1. Fresno County allows a CCW license holder to list **six (6) weapons on an issued permit.**
2. Each CCW license holder is mandated by California state law to attend a firearms safety class. Individuals are also required to qualify with their weapon(s) under the direction of a qualified range master to ensure that each license holder is competent in the safe handling of firearms.
3. The course of fire for qualification is a total of 36 rounds, 12 each from 7 yards, 5 yards and 3 yards, with a qualifying score of %75 for each weapon listed. **Each entry on your qualification must list the guns make, model, caliber and serial number. The weapons listed do not have to be on the California Safe gun list, but they can not be illegal to possess within our state. Please use the qualification certificate provided at the end of this document.**
4. Please do not submit proof of training and qualification targets prior to Step 3 of the application process. **Your training and qualification certification must be dated and submitted within 90 days of your interview date.**
5. California Penal Code 26205 mandates issuing agencies must give written notice to the applicant indicating that the application has been approved or denied within 120 days of the initial application for a new license or a license renewal, or 30 days after receipt of the applicant's criminal background check from the California Department of Justice, whichever is later.
6. **Incomplete applications exceeding 120 days will be withdrawn and are Non-refundable.**
7. Proof of training, qualification, and your qualifying instructor's credentials can be submitted via the "Order Tracker" (https://fresno.permitium.com/order_tracker) feature of the online application process. Please upload a copy of the instructor's credentials with your qualification certificate. We will accept qualifying instructors certificates from NRA, Law Enforcement, or Military instructors or ranger masters.
8. For the classroom portion of training, which satisfies our requirements, the Fresno County Sheriff's Office recognizes all the instructor's currently on our approved list. Please note, many of these trainers offer on-line classes. The Sheriff's Office will NOT accept on-line class instruction for any other entity or facility unless they are on our list. To qualify for the shooting portion of the certification, you can use one of your local instructors to sign off on your range qualification if they possess a NRA training certificate, or they are a Law Enforcement or Military range master or instructor.

Note: You are not required to submit your classroom or range training certificates when you initially submit your application. If you do so, however, it expedites the process and will shorten the amount of time you have to wait to receive your permit greatly!

STEP 4

FINAL REVIEW

1. The Sheriff will conduct a final review of the application after fingerprint returns, training and qualification certification have been received.
2. If you are approved after this review, you will be asked to make your final payment, after which, a license will be generated and signed by the Sheriff.
3. The Sheriff may place restrictions on a license if he/she deems warranted. The restrictions may include time, place, manner, and circumstances under which the licensee may carry their weapon, or potentially lose their license.
4. Your CCW will be mailed to the address on file.
5. If you are not approved after this review, you will be notified in writing. The letter will advise of your right to appeal.

Further questions regarding the application process can be sent to <mailto:sheriffccw@fresnosheriff.org>

Special Requirements for a Digital Photo

Photo Element	Requirement
Dimensions	Make sure the image has large dimensions. Be sure there is lots of space around your head and shoulders to allow room for cropping by our photo tool. The dimensions can be rectangular. Your photo must be at least 600 x 600 pixels.
Color	Use a color photo. You cannot upload a photo in black and white.
Format	Your photo must be in JPEG file format.
Size	Your photo must be at least 54 kilobytes and no more than 10 megabytes.
Compression	Use the highest quality settings on your camera so your photo has a high resolution. If you are saving or emailing the photo, select the highest quality setting (large file size). Do not edit or change your photo using software or a mobile app. To avoid compressing your image, do not send the image via text message.

Photo Examples

- Background
- Resolution and Quality
- Size and Position
- Shadows and Lighting
- Pose and Expression
- Digital Changes
- Attire, Hats, and Glasses

Acceptable — The customer is using a plain, off-white background with no shadows, texture, or lines.

APPEAL PROCESS

1. If you have been denied at any point during the application process, you may appeal the Sheriff's decision. The appeal process will be through the court system, and you will be provided the required information at the time of your denial.

THE FRESNO SHERIFF'S CCW DEPT.

770 E. SHAW, STU 304
FRESNO, CA 93710
(559) 600-8515
sheriffccw@fresnosheriff.org

WEAPONS QUALIFIED:

MAKE:

MODEL:

CAL:

SERIAL #:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

STUDENT'S NAME

THIS STUDENT HAS SATISFACTORY COMPLETED A LIVE FIRE RANGE QUALIFICATION OF ____ ROUNDS AND ____ HOURS, SUITABLE FOR A CCW INITIAL/RENEWAL APPLICATION FOR THE ABOVE FIREARM(S) AND HAS SUCCESSFULLY DEMONSTRATED ALL REQUIREMENTS OF THE STATE OF CALIFORNIA SAFE FIREARM CERTIFICATION SUPERVISED AND APPROVED BY A CERTIFIED DOJ CCW APPROVED INSTRUCTOR AS REQUIRED BY CALIFORNIA PENAL CODE 26165
ON THIS ____ DAY OF ____.

ATTESTATION OF CCW APPLICANT:

I acknowledge and fully understand the curriculum that was taught to me, and that I was the person who took the training course. I reviewed all weapons information and have qualified with all weapons list on this form.

SIGNED:

INSTRUCTOR'S SIGNATURE _____

INSTRUCTOR NAME, PRINT _____

INSTRUCTOR IS CERTIFIED BY: NRA ____ LAW ENFORCEMENT ____ MILITARY ____
CREDENTIAL #

INSTRUCTOR'S ADDRESS & WORK PHONE

Minimum qualification for each weapon is 36 rounds,
12 rounds from each distance of 7 yards, 5 yards and 3 yards
with passing score of %75.