



SACRAMENTO COUNTY SHERIFF'S OFFICE *Renewal, Modification & Duplicate Instructions*

Your Sacramento County Sheriff's Office STANDARD or RENEWAL CCW Permit is valid for two years. You have a Standard Permit unless you fall into a special category (e.g., Judges, Reserve Deputy Sheriffs, etc.) To submit any type of application, use the following link:

<https://sacramentoca.permitium.com/ccw/start>

ADDRESS MODIFICATIONS: You must change your home address with DMV within 10 days of the day you move per California Vehicle Code Section 14600(a) and with the CCW Unit within 10 days per Penal Code Section 26210. You must submit an online **Modification** Application to notify the CCW Unit of your move within 10 days of the day that you move. **Failure to do so may result in the revocation or denial of your CCW Permit.** You will be required to upload two *acceptable* proofs of residency (refer to Proof of Residency section below) and a copy of your California driver's license or ID.

LOST/STOLEN PERMIT: If your CCW Permit is lost/stolen you must file a report with the law enforcement agency having jurisdiction where the loss/theft occurred. Upload a copy of the *approved* report and a copy of your California driver's license or ID into your CCW Order. Submit a *Duplicate* online application (same fee as *Modification* fee noted above) to request a duplicate CCW Permit.

RENEWAL APPLICATIONS: You can renew your CCW Permit no sooner than 45 days prior to your CCW Permit's expiration date. Anniversary dates are not retained so if you renew too early you will lose time on your permit. There is a 90-day grace period for expired permits; however, after the 90 days have expired, you will have to start the process over as a NEW applicant. **PLEASE NOTE:** this grace period includes successfully uploading all required documents prior to expiration of the 90-day grace period. You **cannot** conceal carry once your CCW Permit has expired. You must successfully complete an 8-hour Refresher course and qualify with up to three (3) firearms. All firearms must be registered to the permit holder, *even if they are the same firearms from your previous permit.* You must upload the Sacramento County Sheriff's CCW Training & Qualification form and your instructor's Carry Concealed Weapon Program DOJ Certified Instructor Certificate. *All training is valid for 180 days.* All handgun information must match EXACTLY to your application. We do not accept forms with cross-outs, white-outs or write-overs. All firearms must be registered with the State of California Department of Justice or they will not be allowed to be on your CCW permit. **Please bring in your old CCW permit and turn it in. Your renewal permit will not be issued if you do not turn in the old permit. New issuance dates and dates of expiration many times will overlap so you cannot possess two CCW permits.**

PROOF OF RESIDENCY: We DO NOT accept any documents from DMV, tax bills, lease agreements or insurance policies. Acceptable proofs of residency include: utility bills, phone bills, credit card bills or bank statement. The bills must be dated in the last 60 days. Please upload at least the entire first page of the bill and the payment coupon so we can view the service location and the address where the bill is mailed. We do not accept PO Boxes as mailing addresses.



SACRAMENTO COUNTY SHERIFF'S OFFICE

CCW Policies & Procedures

Conditions on Approved Permits:

- No firearm is permitted to be carried unless qualification documentation is on file with this Office and the weapon is listed on the CCW Permit.
- **Obey all laws.**
- Permit holders **MUST** report to the Sacramento Sheriff's Office within 10 days of any arrest of the permit holder, or **any contact with law enforcement** or incident involving any firearm and provide full details of the incident. Please submit an email to ccw@sacsheriff.com and provide full details of the incident or contact, including the date/time of occurrence, if you disclosed to the officer your status as a CCW permit holder & that you were or were not conceal carrying your firearm at the time of contact, and whether you pointed it or displayed it at anyone, or whether anyone pointed a firearm at you.
- You must change your home address with DMV within 10 days of the day you move per California Vehicle Code Section 14600(a) and with the CCW Unit within 10 days per Penal Code Section 26210.
- Permit holder shall have the original issued CCW permit in their possession when carrying a concealed firearm.

Violation of any of the above conditions may result in the revocation of your CCW Permit.

Restrictions Applicable to All Sacramento Sheriff's Office Permit Holders:

❖ **Permit will be invalid if violated; list is not all-inclusive (Penal Code Section 26230(a))**

- Not valid if consuming alcohol. Bars and restaurants that serve alcohol (and related parking areas).
- No permitted weapon is allowed where weapons are prohibited by law.
(Examples: Airports, schools and other prohibited locations)
- No permitted weapon is allowed at locations where a sign is posted prohibiting weapons.
- CCW Permit shall NOT be copied or altered in any manner or form.
- Other restrictions, conditions and laws as outlined in the CCW Application, BOF Form 4012.
- The Sheriff may impose additional restrictions.
- During any law enforcement contact, you are required to disclose your status as a CCW permit holder and you must disclose whether or not you are carrying a weapon on your person or otherwise present.

Failure by the CCW Permit Holder to adhere to these restrictions will result in the revocation of the CCW Permit.

Additional Information: For additional information or questions regarding the Sacramento County Sheriff's Office's CCW process, please contact the CCW Unit at (916) 874-8450 or via e-mail at ccw@sacsheriff.com. Office hours are Monday through Thursday 8 am to 4 pm, excluding county holidays.

Revised 01/01/2026