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**SAN LUIS OBISPO COUNTY SHERIFF'S DEPARTMENT  
POLICY REGARDING ISSUANCE OF LICENSE FOR CONCEALED FIREARM**

POLICY STATEMENT

This order establishes the policy and sets guidelines for accepting applications to carry a concealed pistol, revolver, or other firearm, and the issuance of an authorizing license.

A Concealed Firearm License shall not be granted merely for the personal convenience of the applicant. A position or job classification in itself should not constitute good cause for the issuance or denial of a license. Each application shall be individually reviewed for cause.

ISSUANCE OF LICENSES FOR CONCEALED FIREARM(S)

In accordance with Penal Code Section 12050(a)(1)(A), the Sheriff of San Luis Obispo County, upon proof that the person applying is of good moral character, that good cause exists for the issuance, and that the person applying satisfies the below listed criteria and has completed a specified course of training as identified in this application, may issue to that person a license to carry a pistol, revolver, or other firearm capable of being concealed upon the person.

CRITERIA

Applicant is a resident within the County or a City within this County, or applicant spends a substantial period of time in the applicant's principal place of employment or business in the County of San Luis Obispo or a City within this County.

APPLICATION REQUESTS

Any person may obtain a Concealed Firearm License Application from the Permit Office Clerk.  
Note: Applications will not be accepted unless complete and legible.

Each new and renewing applicant must demonstrate proof of residence by some type of recognized identification card or **driver's license** and at least **one canceled item of United States postage**.

Good cause for the purposes of Penal Code Section 12050 shall exist only if the following elements prevail:

Convincing evidence of a clear and present danger to life or of great bodily harm to the applicant, spouse, co-habitant, domestic partner, or dependent child, which cannot be adequately dealt with by existing law enforcement resources; and which danger cannot be reasonably avoided by alternative measures; and which danger would be significantly mitigated by the applicant's carrying of a concealed firearm.

Further, the law provides that the Sheriff may impose any reasonable restrictions or conditions including restrictions as to the time, place, and circumstances under which the person may carry a concealed firearm.

## TRAINING REQUIREMENTS

Applicants must pass a course of training as specified by the Sheriff's Department. These courses will be required after the applicant has been approved, but before the issuance of the CCW License, and will have a minimum requirement as follows:

<i>New Applicants:</i>	Shall not exceed 16 hours; instruction on firearms safety; and instruction on the law regarding the permissible use of a firearm.
<i>Renewal Applicants:</i>	Shall be no less than 4 hours; instruction on firearms safety; and instruction on the law regarding the permissible use of a firearm.

## APPLICATION PROCESSING

Applicants shall complete the Concealed Firearm License application and return it with proof of residence documents to the Permit Office.

All applications and reproductions of proof of residence will be reviewed and either approved for further processing or denied by the Sheriff or his designated representative.

The Department of Justice requires that each licensing authority shall give written notice to each CCW applicant indicating that the license must be approved or denied within 90 days of the application or within 30 days after receipt of the applicant's criminal background check from the Department of Justice, whichever is first.

Psychological testing may be required by the Sheriff's Department. A licensed psychologist that is used for testing Sheriff's Department employees may be used. The applicant may be charged no more than \$150.00 for this testing.

If you are notified to come in for an appointment, be prepared to:

1. Verbally justify your need for the license to the interviewer (when applicable).
2. In job related cases, a letter is required from your employer, partners, or business associates acknowledging that a license is encouraged in connection with employment.
3. Bring the UNLOADED firearm(s) in a box or gun case. A maximum of three firearms may be listed on your license.
4. Bring the following monies to your appointment:
  - a. A personal check or cash for Department of Justice and County fees.

Note: If fees are accepted and the application is subsequently denied, you will be notified by mail, and fees will not be refunded.

5. Applicant will complete the California State application forms for a Concealed Firearm License, and submit to Live Scan fingerprinting and photographing.

Once the Department of Justice has processed the application and completed the background investigation, the license may be issued. However, if there is evidence of past criminal activity the application will automatically be denied.

Note: The license will not be issued until the Department of Justice report is returned.

### RESTRICTIONS

All Concealed Firearm(s) License applicants, while exercising the privilege granted to them under the terms of this license, whether they are applying for a new or renewal, shall not:

1. Consume any alcoholic beverage.
2. Abuse this privilege by an unjustified display of a firearm.
3. Violate any Federal, State, County or Municipal law.
4. Be under the influence of any medication or narcotic.
5. Impede public safety personnel in the performance of their duties.
6. Refuse to display your CCW license, or to surrender your concealable firearm to any peace officer for inspection upon demand.
7. If you are either arrested, cited, booked into a jail or otherwise involved in any civil litigation or criminal prosecution, you are to immediately notify Administrative Services Chief Deputy Rob Reid at (805) 781-4542 (24 hour number (805) 781-4553)
8. Move from address listed on license without notifying the Permit Office of new address within 5 business days.

In addition to all other rules, regulations and policies identified within these documents, **you are restricted to carrying only those firearms listed and approved on your License to Carry a Concealed Weapon.**

If you wish to add, delete or otherwise change the firearms listed on your License, you must contact the Permit Office at (805) 781-4575 to make an appointment to inspect the new firearm, pay

appropriate fees, and make the necessary changes on your concealed carry License.

I hereby certify under penalty of perjury that I have read and understand the above information and agree to the provisions, conditions, and restrictions herein or otherwise imposed. The answers I have given within this document are true and correct to the best of my knowledge.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness Signature / Badge Number

\_\_\_\_\_  
Date

When application is fully completed, please return entire application package to:

**San Luis Obispo County Sheriff's Department**  
**Attn: Permit Office**  
**1585 Kansas Avenue**  
**San Luis Obispo, CA 93405**

# SAN LUIS OBISPO COUNTY SHERIFF'S DEPARTMENT

## APPLICATION FOR CONCEALED WEAPONS LICENSE

### NOTE:

Please complete the *entire* application, including sections 7 & 8, Interviewer's Notes Section. Sign and date application - on page 4 of the Sheriff's Department Policy on Issuance and on pages 3, 10 and 14 of the California State Department of Justice CCW application.

Please return the *entire* application packet to the Permit Office. If you have any questions, please call (805) 781-4575.

Be sure to include a photocopy of your California Driver's License *and* an item of cancelled United States postage, which has your physical (street) address, not a p.o. box number.

Thank you.

**SAN LUIS OBISPO COUNTY SHERIFF=S DEPARTMENT  
C.C.W. RENEWAL INFORMATION**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

CCW Number: \_\_\_\_\_ HT: \_\_\_\_\_ WT: \_\_\_\_\_ Hair: \_\_\_\_\_ Eyes: \_\_\_\_\_ DL # \_\_\_\_\_  
(Local Agency Number)

Residence Address: \_\_\_\_\_  
Number Street Apt. City Zip

Mailing Address (if different): \_\_\_\_\_  
Number Street Apt. City Zip

Home Phone Number: \_\_\_\_\_ Business Phone Number \_\_\_\_\_

Applicant Occupation: \_\_\_\_\_

Employer Name and Address: \_\_\_\_\_

Spouse=s Name and Address: \_\_\_\_\_

Description of Weapons: *(please take information from weapon, not from previous license)*

	<u>Manufacturer</u>	<u>Serial Number</u>	<u>Caliber</u>	<u>Model</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

*If you answer "yes" to any of the following questions, attach explanation on separate sheet of paper*

Have you ever been involved in an incident involving firearms? No \_\_\_\_\_ Yes \_\_\_\_\_

Have you been involved in a domestic violence incident? No \_\_\_\_\_ Yes \_\_\_\_\_

List any arrests or formal charges, with or without disposition, for any criminal offenses within the U.S. or any other country (civilian or military).  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been in a mental institution, treated for mental illness, or been found not-guilty by reason of insanity? No \_\_\_\_\_ Yes \_\_\_\_\_

Are you now, or have you ever been, addicted to a controlled substance or alcohol, or have you utilized an illegal controlled substance, or have you ever reported to a detoxification or drug treatment program? No \_\_\_\_\_ Yes \_\_\_\_\_

Are you now, or have you been, a party to a lawsuit in the last 5 years? No \_\_\_\_\_ Yes \_\_\_\_\_

Are you now, or have you been, under a restraining order from any court? No \_\_\_\_\_ Yes \_\_\_\_\_

Are you on probation or parole from any state for conviction of any offense including traffic? No \_\_\_\_\_ Yes \_\_\_\_\_

- Continued on next page-

