

# BUREAU OF SECURITY AND INVESTIGATIVE SERVICES

## FIREARMS PERMIT

### FACT SHEET

The Bureau of Security and Investigative Services (BSIS or Bureau) issues Firearms Permits (also referred to as a “Firearms Qualification Card (FQ)” or “Exposed Firearms Permit”) as specified in Article 4 (commencing with Section 7540) of Chapter 11.3, Article 4 (commencing with Section 7583) of Chapter 11.5 and Article 6 (commencing with Section 7596) of Chapter 11.6 of Division 3 of the Business and Professions Code (BPC).

#### **Requirements for Issuance of Initial Firearms Permit**

In order to be eligible for a BSIS Firearms Permit, applicants must:

- be a citizen of the United States or have permanent legal alien status (BPC Sections 7583.23 and 7596.3); and
- not be banned from owning or possessing any firearm pursuant to State or Federal Law (BPC Sections 7583.24, 7583.25 and 7596.8); and
- be a licensed Private Investigator, Qualified Manager of a Private Investigator, Private Patrol Operator, Qualified Manager of a Private Patrol Operator, Alarm Company Operator, Qualified Manager of an Alarm Company Operator or be a registered Security Guard or Alarm Agent with BSIS (BPC Sections 7583.23, 7596, 7542); and must
- complete a criminal history background check through the Federal Bureau of Investigation (FBI) and the California Department of Justice (DOJ) (BPC Sections 7583.23, 7583.24, and 7596.8); and
- complete and submit to the Bureau, the [BSIS Application for Firearms Permit](#); and
- complete the required training courses, including passing all required examinations and qualifications; and
- pay the initial application fee of \$80.00 (Title 16, California Code of Regulations, Section 640.)

#### **Criminal History Background Check**

Applicants for a BSIS Firearms Permit must undergo a criminal history background check through the FBI and DOJ. Applicants should use the appropriate [Live Scan Form](#) available on the Bureau’s website as it contains the correct coding needed to ensure the Bureau receives the needed information in a timely manner.

Applicants for a BSIS Firearms Permit must not be prohibited from owning or possessing any firearm pursuant to State or Federal Law. In addition to completing the required Live Scan, applicants must also complete and submit the [Firearm Eligibility Application](#) to DOJ and pay the \$38.00 application fee to the Live Scan operator (Title 11, California Code of Regulations, Section 4005).

**Applicants are responsible for paying all Live Scan, FBI and DOJ processing fees at the time of fingerprinting.** A list of [Live Scan locations](#) is available on the Bureau’s website.

## **Required Training Courses (BPC Sections 7542, 7583.7, 7583.8, 7583.23, and 7596)**

Applicants for a BSIS Firearms Permit must complete the following training:

### **Power to Arrest**

Applicants must complete training in the power to arrest. The training may be administered by a licensed PPO, a Bureau-approved firearm or baton training facility, or an organization or school approved by the Bureau. Security Guards may also obtain the training from their employing PPO. Applicants may verify a licensed PPO or training facility by accessing the "[Verify a License](#)" page on the Bureau's website. To confirm if an organization or school is approved by the Bureau to administer the training, email [bsis@dca.ca.gov](mailto:bsis@dca.ca.gov).

### **BSIS Firearms Training and Qualifications**

Applicants must complete the Course of Firearms Training (CCR Section 635) at a Bureau-approved firearm training facility and from a Bureau-approved firearm training instructor, and pass the written examination and range qualifications. For information on Bureau-approved Firearm Training Facilities, visit the "[Verify a License](#)" page available on the Bureau's website. The [BSIS Firearms Training Manual](#) is also available on the Bureau's website.

## **Firearm Calibers (BPC Sections 7542, 7583.37, 7597.3 and CCR Section 632)**

Applicants must qualify with the caliber of weapon that will be carried while on duty. The caliber must be listed on the Firearms Permit.

Licenseses may not carry, while on duty, a firearm with a caliber that the licensee has not qualified to carry and which does not appear on the face of their firearm permit.

## **Application Processing**

Applicants may submit their completed application, \$80 application fee and completed Live Scan form containing the signature of the Live Scan operator and Automated Transaction Identifier (ATI) number or classifiable fingerprint cards to:

Bureau of Security and Investigative Services  
P.O. Box 989002  
West Sacramento, CA 95798-9002

## **Requirements for Renewal of Firearms Permit (BPC Sections 7542, 7583.32, 7596.7 and CCR Section 633)**

A BSIS Firearms Permit expires two years from the date of issuance. In order to renew the permit, the applicant must:

- have completed two (2) range qualifications on a firing range every twelve (12) months and at least four (4) months apart. Applicants must complete four (4) total range qualifications prior to renewal of the Firearms Permit at a Bureau-approved firearm training facility and from a Bureau-approved firearm training instructor. All range qualifications must be certified by a Bureau-approved Firearms Training Facility. Applicants must also;
- have completed the two-hour review training course in the use of force and de-escalation of force before each requalification; and
- complete and submit a [Firearms Permit Renewal Application](#); and
- include a new [Firearm Eligibility Application](#) with the Renewal Application.

The application for renewal should be submitted to the Bureau at least 60 days before the expiration date of the permit to provide sufficient time for processing. **Please note:** You may not renew your Firearms Permit once it has expired. If you allow your BSIS Firearms Permit to expire, you must apply for a new permit.

**Renewal Fees**

Renewal Application Fee:	\$60.00
Firearms Eligibility Application Fee:	<u>\$38.00</u> (fee subject to change by the DOJ)
<b>TOTAL RENEWAL FEE:</b>	<b>\$98.00</b>

**Peace Officer Exemptions**

Please see "Information on Peace Officer Exemptions."

**All BSIS Firearms Permit holders are responsible for understanding all prohibitions, violations, and the proper incident reporting requirements outlined in the BSIS Firearms Training Manual.**

Additional information can be found on the Bureau's website at [www.bsis.ca.gov](http://www.bsis.ca.gov).