

# CALIFORNIA DEPARTMENT OF JUSTICE

## **NOTICE OF RESCHEDULED PUBLIC HEARING AND EXTENSION OF WRITTEN COMMENT PERIOD**

Notice is hereby given that the Department of Justice (Department) has rescheduled the public hearing regarding ammunition vendor licensing from the originally noticed date and time of August 28, 2017 at 10:00 a.m.

Oral comments on the proposed action will be taken at a public hearing from 10:00 a.m.-12:00 noon on September 12, 2017, at the following location:

Resources Building Auditorium  
1416 9th Street  
Sacramento, California 95814

The auditorium is wheelchair accessible.

At the hearing, any person may present oral or written comments regarding the proposed regulatory action. The Department requests, but does not require, that persons making oral comments at the hearing also submit a written copy of their testimony.

Please direct inquiries concerning the hearing to:

Jeff Amador  
Department of Justice  
P.O. Box 160487  
Sacramento, CA 95816-0487  
Email: [regulations@doj.ca.gov](mailto:regulations@doj.ca.gov)  
Fax: (916) 227-1068

Any interested person or their authorized representative may submit written comments relevant to the proposed regulatory action. The written comment period has been extended and will now close at 5:00 p.m. on September 12, 2017. Only comments received by that time will be considered.

# NOTICE OF PROPOSED RULEMAKING

(Published July 14, 2017)

The Department of Justice (Department or DOJ) proposes to adopt the regulations described below after considering all comments, objections, and recommendations regarding the proposed action.

## PUBLIC HEARING

The Department will hold a public hearing to receive public comments on the proposed regulatory action from 10:00 a.m.-12:00 noon on Monday, August 28, 2017, at the following location:

Resources Building Auditorium  
1416 9th Street  
Sacramento, California 95814

The auditorium is wheelchair accessible.

At the hearing, any person may present oral or written comments regarding the proposed regulatory action. The Department requests, but does not require, that persons making oral comments at the hearing also submit a written copy of their testimony.

## WRITTEN COMMENT PERIOD

Any interested person or their authorized representative may submit written comments relevant to the proposed regulatory action. The written comment period closes at 5:00 p.m. on August 28, 2017. Only comments received by that time will be considered. Written comments must be submitted to:

Jeff Amador  
Department of Justice  
P.O. Box 160487  
Sacramento, CA 95816-0487  
Email: [regulations@doj.ca.gov](mailto:regulations@doj.ca.gov)  
Fax: (916) 227-1068

## AUTHORITY AND REFERENCE

Authority: Sections 30312, 30347, 30350, 30385, 30390, and 30395, Penal Code.

Reference: Sections 30300, 30305, 30306, 30312, 30314, 30342, 30345, 30347, 30348, 30350, 30352, 30355, 30357, 30360, 30362, 30363, 30365, 30385, 30390, and 30395, Penal Code; Sections 11500, 11501, 11502, 11503, 11504, 11504.5, 11506, 11507, 11507.3, 11507.5, 11507.6, 11507.7, 11508, 11509, 11511, 11511.5, 11511.7, 11512, 11513, 11514, 11515, 11516, 11517, 11518, 11518.5, 11519,

## INFORMATIVE DIGEST/POLICY STATEMENT OVERVIEW

Proposition 63, “The Safety for All Act of 2016,” was passed by California voters in 2016. The act added Penal Code sections 30342 and 30385 requiring a Department of Justice (Department) issued ammunition vendor license to sell more than 500 rounds of ammunition in any 30-day period beginning January 1, 2018. As detailed below, the proposed regulations establish the process of obtaining an ammunition vendor license and set the fee an ammunition vendor is authorized to charge the purchaser for processing an ammunition sale between two private parties (non-vendors).

Section 4260 specifies the application forms required to obtain and renew an ammunition vendor license, and also specifies that a firearms dealer who is on the Centralized List of Firearms Dealers is automatically deemed a licensed ammunition vendor pursuant to Penal Code section 30385(d) and is not required to submit an application for an ammunition vendor license.

Section 4261 establishes an annual application fee for an ammunition vendor license of \$198 per location if the vendor is not on the Centralized List of Firearm Dealers. This section also establishes the term of an ammunition vendor license starting January 1<sup>st</sup> and ending December 31<sup>st</sup> regardless of the date the initial license is issued.

Section 4262 specifies that ammunition displayed in a shopping area open to the public is not considered “accessible” provided it is in a locked container (e.g. display case, cabinet, cage).

Section 4263 authorizes ammunition vendors to charge a fee not to exceed five dollars (\$5) if the purchaser will be present for immediate delivery of the ammunition. Vendors may charge an additional storage fee, as agreed upon with the purchaser prior to the vendor receiving the ammunition, if the purchaser will not be present for immediate delivery of the ammunition.

Section 4264 authorizes the Department to suspend an ammunition vendor’s license for up to six months for a violation of the regulations and forfeit an ammunition vendor’s license for a breach of any of the prohibitions and requirements in Penal Code sections 30300 through 30365. All hearings related to a suspension or forfeiture shall be conducted in accordance with Government Code section 1500 et. seq.

### Anticipated Benefits of the Proposed Regulations

“The Safety for All Act of 2016” is intended to increase public safety by various means, including regulating the sale of ammunition to prevent it from being acquired by convicted felons, the dangerously mentally ill, and other persons who are prohibited from possessing firearms and ammunition. The proposed regulations will enable California ammunition vendors to comply with statutorily mandated licensing requirements for the sale of ammunition beginning January 1, 2018. A future rulemaking will establish regulations to implement provisions of proposition 63 that require a background check on ammunition purchasers beginning July 1, 2019.

### Evaluation of Inconsistency/Incompatibility with Existing State Regulations

Pursuant to Government Code section 11346.5(a)(3)(D), the Department must evaluate whether the proposed regulations are inconsistent or incompatible with existing state regulations. The Department has reviewed existing regulations pertaining to firearms and ammunition within California Code of Regulations (CCR) Title 11, Division 5 and determined the proposed regulations are not inconsistent or incompatible. This determination is based on the fact that there are no existing regulations that address the specific subject matter of the proposed regulations.

### Duplication of State Statute as Necessary to Satisfy Government Code Section 11349.1(a)(3)

Section 4260(a) of the proposed regulations duplicates and cites as authority California Penal Code section 30395 which requires applicants to submit the appropriate fee and a copy of (1) any regulatory or business license required by local government, (2) a valid seller's permit issued by the State Board of Equalization, (3) their Federal Firearms License if the applicant is federally licensed, and (4) their Certificate of Eligibility. Additionally, section 4260(c) of the proposed regulations and Penal Code section 30385(d) state that a licensed firearms dealer shall automatically be deemed a licensed ammunition vendor. The duplication provides clarity as necessary for the regulations to satisfy the requirements of Government Code section 11349.1(a)(3).

### Comparable Federal Regulations

The proposed action does not differ substantially from an existing comparable federal regulation or statute.

### FORMS INCORPORATED BY REFERENCE

Application for Ammunition Vendor License (Non-Firearms Dealer) BOF 1021 (Rev. 07/2017)  
Ammunition Vendor License Renewal Fee Transmittal BOF/CAV-0012 (Rev. 07/2017)

### DISCLOSURES REGARDING THE PROPOSED ACTION

*The Department has made the following initial determinations:*

Mandate on local agencies or school districts: None.

Cost or savings to any state agency: The Department estimates its costs (state agency) to administer the Ammunition Vendor Licensing program will be \$131,007 over the three year period from 7/1/2017 through 6/30/2020. The Department will recover its costs from an annual licensing fee of \$198 assessed to an estimated 220 ammunition vendors who are not on the Centralized List of Firearms Dealers.

Cost to any local agency or school district which must be reimbursed in accordance with Government Code sections 17500 through 17630: None.

Other nondiscretionary cost or savings imposed on local agencies: None.

Cost or savings in federal funding to the state: None.

Cost impacts on a representative person or business: Ammunition vendors who are not on the Centralized List of Firearms Dealers will be subject to an annual licensing fee of \$198.

Significant statewide adverse economic impact directly affecting businesses and individuals: None. Although the proposed action *will* directly affect businesses statewide, including some small businesses, the Department concludes the adverse economic impact, including the ability of California businesses to compete with businesses in other states, *will not* be significant.

Business report requirement: None.

Significant effect on housing costs: None.

Other matters prescribed by statute applicable to the agency or to any specific regulation or class of regulations: None.

## RESULTS OF THE ECONOMIC IMPACT ASSESSMENT

The Department concludes it is unlikely the proposed regulations will affect (1) the creation or elimination of jobs within the state, (2) the creation of new businesses or the elimination of existing businesses within the state, or (3) the expansion of businesses currently doing business within the state.

**Benefits of the Proposed Regulations:** The proposed regulations will increase public safety by establishing a process through which the Department will issue ammunition vendor licenses as statutorily required pursuant to Penal Code sections 30342 and 30385. The proposed regulations will also provide clarification regarding the term “accessible” as referenced in Penal Code section 30350.

**Small Business Determination:** The Department has determined the proposed regulations will affect small business.

## CONSIDERATION OF ALTERNATIVES

In accordance with Government Code section 11346.5, subdivision (a)(13), the Department must determine that no reasonable alternative it considered, or that has otherwise been identified and brought to the attention of the Department, would be more effective in carrying out the purpose for which the action is proposed, would be as effective and less burdensome to affected private persons than the proposed action, or would be more cost effective to affected private persons and equally effective in implementing the statutory policy or other provision of law.

Any person interested in presenting statements or arguments with respect to alternatives to the proposed regulations may do so at the scheduled hearing or during the written comment period.

#### CONTACT PERSONS

Inquiries concerning the proposed administrative action may be directed to:

Jeff Amador  
Department of Justice  
Bureau of Firearms  
P.O. Box 160487  
Sacramento, CA 95816-0487  
Email: [regulations@doj.ca.gov](mailto:regulations@doj.ca.gov)  
Telephone: (916) 227-4217

The back up contact person for these inquiries is:

Jacqueline Dosch  
Department of Justice  
Bureau of Firearms  
P.O. Box 160487  
Sacramento, CA 95816-0487  
Email: [regulations@doj.ca.gov](mailto:regulations@doj.ca.gov)  
Telephone: (916) 227-5419

#### AVAILABILITY OF RULEMAKING FILE INCLUDING THE INITIAL STATEMENT OF REASONS AND TEXT OF PROPOSED REGULATIONS

The Department will have the entire rulemaking file available for inspection and copying throughout the rulemaking process. The text of the proposed regulations (the “express terms”), the initial statement of reasons, and the information upon which the proposed rulemaking is based are available on the DOJ website at <http://oag.ca.gov/firearms>. Copies may also be obtained by contacting Jeff Amador.

#### AVAILABILITY OF CHANGED OR MODIFIED TEXT

After considering all timely and relevant comments received, DOJ may adopt the proposed regulations substantially as described in this notice. If DOJ makes modifications which are sufficiently related to the originally proposed text, DOJ will make the modified text (with the changes clearly indicated) available to the public for at least 15 days and accept written comments before DOJ adopts the regulations. Copies of any modified text will be available on the DOJ website at <http://oag.ca.gov/firearms>. A written copy of any modified text may be obtained by contacting Jeff Amador.

## AVAILABILITY OF FINAL STATEMENT OF REASONS

Upon completion, the Final Statement of Reasons will be available on the DOJ website at <http://oag.ca.gov/firearms>. You may also obtain a written copy of the Final Statement of Reasons by contacting Jeff Amador.

## AVAILABILITY OF DOCUMENTS ON THE INTERNET

Copies of the Notice of Proposed Action, the Initial Statement of Reasons, and the text of the regulations in underline and strikeout format, as well as the Final Statement of Reasons once completed, can be accessed through the DOJ website at <http://oag.ca.gov/firearms>.

# INITIAL STATEMENT OF REASONS

## PROBLEM STATEMENT

California Penal Code sections 30300 through 30395 regulate the sale of ammunition in California. Penal Code section 30385 requires the Department of Justice (Department) to issue ammunition vendor licenses. Additionally, Penal Code section 30312(a)(2) requires the Department to set the fee an ammunition vendor may charge to process the transfer of ammunition between two private parties, neither of whom is a licensed ammunition vendor. Pursuant to Penal Code section 30385(b), the Department is expressly authorized to adopt regulations to administer the application and enforcement provisions related to ammunition vendor licensing.

## BENEFITS

Proposition 63, "The Safety for All Act of 2016," was passed by California voters. As suggested by the title, the intent of the act is to increase public safety by various means, including regulating the sale of ammunition to prevent its acquisition by convicted felons, the dangerously mentally ill, and other persons who are prohibited from possessing firearms and ammunition. The proposed regulations will enable ammunition vendors in California to comply with statutorily mandated licensing requirements for the sale of ammunition beginning January 1, 2018. A future rulemaking will establish regulations to implement provisions of proposition 63 that require a background check on ammunition purchasers beginning July 1, 2019.

## PURPOSE AND NECESSITY

### § 4260. Ammunition Vendor License Applications

Subdivision (a) requires applicants for an ammunition vendor license to complete and submit form BOF 1021 (Rev. 07/2017), which is incorporated by reference. For clarity, this subdivision notifies applicants that they must also submit the appropriate fee and a copy of (1) any regulatory or business license required by local government, (2) a valid seller's permit issued by the State Board of Equalization, (3) their Federal Firearms License if the applicant is federally licensed, and (4) their Certificate of Eligibility. The BOF 1021 application requires information regarding the business such as the name, type of ownership (e.g. sole proprietor, limited partnership, corporate ownership), telephone number, mailing address, business address (if different), e-mail address, and hours of operation in order for the Department to identify and communicate with the ammunition vendor. The name and copy of the Certificate of Eligibility of each employee who handles, sells, delivers, or will have under his or her custody or control any ammunition, is also required to confirm compliance with Penal Code section 30347(a).

Subdivision (b) requires applicants for renewal of an ammunition vendor license to complete and submit form BOF/CAV-0012 (Rev. 07/2017), which is incorporated by reference, along with the appropriate fee. The BOF/CAV-0012 requires the applicant to indicate any changes to the information previously provided on the application for an initial ammunition vendor license.

Subdivision (c) states a firearms dealer licensed pursuant to Penal Code sections 26700 to 26915, is automatically deemed a licensed ammunition vendor and is not required to submit an



application for an ammunition vendor license. This provision is a duplication of Penal Code section 30385(d) and is included in the regulations for clarity.

#### **§ 4261. Ammunition Vendor License Application Fee and Term Length**

Subdivision (a) establishes an annual application fee for an ammunition vendor license of \$198 per location if the vendor is not on the Centralized List of Firearm Dealers. This regulation is necessary for the Department to recover its costs for administering the ammunition vendor license program as required pursuant to Penal Code section 30390. The fee was determined by dividing the \$43,668 annual cost of a part time (.5 PY) Staff Services Analyst by the estimated 225 ammunition vendors subject to the annual fee.

Subdivision (b) specifies that the term of an ammunition vendor license is from January 1 through December 31, regardless of the date the initial license is issued. This will allow ammunition vendors who are also licensed firearm dealers (90% or more of licensed ammunition vendors) to have the same renewal date for their ammunition vendor license and their placement on the Centralized List of Firearms Dealers.

Subdivision (c) requires ammunition vendors to submit to the Department of Justice, a copy of renewals of the licenses specified in section 4260, within 30 days of the license's expiration. Failure to do so will invalidate the ammunition vendor license until a copy of the renewed license is received by the Department of Justice. This regulation is necessary to ensure ammunition vendor compliance with Penal Code section 30395.

Subdivision (d) states ammunition vendor licenses will be renewed automatically for vendors who maintain active status on the Centralized List of Firearms Dealers. This provision is consistent with Penal Code section 30385(d) which states that a licensed firearms dealer, established by their presence on the Centralized List of Firearms Dealers, "shall automatically be deemed a licensed ammunition vendor." Licensed firearms dealers are required to annually renew their placement on the Centralized List of Firearms Dealers.

#### **§ 4262. Display and Storage of Ammunition**

This regulation is necessary to provide clarification regarding the term "accessible" as used in Penal Code section 30350, which states an ammunition vendor shall not display ammunition for sale or transfer "in a manner that allows that ammunition to be accessible to a purchaser or transferee without the assistance of the vendor or an employee of the vendor." The regulation specifies that ammunition displayed in a shopping area open to the public is not considered "accessible" provided it is in a locked container (e.g. display case, cabinet, cage).

#### **§ 4263. Vendor Fee for Processing a Private Party (non-vendors) Ammunition Sale**

This regulation is necessary to comply with Penal Code section 30312, which requires the Department to set the fee an ammunition vendor may charge the purchaser for processing an ammunition sale between two private parties (non-vendors).

Subdivision (a) authorizes ammunition vendors to charge a fee not exceed five dollars (\$5) if the purchaser will be present for immediate delivery of the ammunition. Subdivision (b) authorizes ammunition vendors to charge an additional storage fee, as agreed upon with the purchaser prior

to the vendor receiving the ammunition, if the purchaser will not be present for immediate delivery of the ammunition.

#### **§ 4264. Suspension and Forfeiture of Ammunition Vendor License**

This regulation is necessary to enforce compliance requirements as authorized pursuant to Penal Code section 30395.

Subdivision (a) establishes the Department's authority to suspend an ammunition vendor's license for up to six months for a violation of the regulations.

Subdivision (b) establishes the Department's authority to forfeit an ammunition vendor's license for a breach of any of the prohibitions and requirements in Penal Code sections 30300 through 30365.

Subdivision (c) specifies all hearings related to a suspension or forfeiture shall be conducted in accordance with Government Code section 1500 et. seq.

Subdivision (d) authorizes an ammunition vendor to re-apply for a license no earlier than one year from the effective date of forfeiture.

#### **TECHNICAL, THEORETICAL, AND/OR EMPIRICAL STUDY, REPORT OR DOCUMENTS**

The Department did not rely upon any technical, theoretical, or empirical studies, reports, or documents in proposing the adoption of the regulations in this rulemaking.

#### **RESULTS OF THE ECONOMIC IMPACT ASSESSMENT**

The proposed regulations establish a \$198 annual licensing fee for ammunition vendors who are not also licensed firearms dealers. This cost is insignificant relative to the overall costs of operating a retail business. Currently, the Department is aware of only one vendor (Walmart) that sells ammunition without also being licensed to sell firearms. Walmart has informed the Department they anticipate obtaining ammunition vendor licenses for approximately 180 locations throughout the state. A \$198 annual licensing fee for each location is insignificant relative to Walmart's revenue from ammunition sales.

There could be a minimal number of small businesses (e.g. hardware stores, bait and tackle shops) that sell ammunition but are not licensed as a firearms dealer. If ammunition sales make up a small percentage of a business's total revenue, the owner might decide to discontinue selling ammunition rather than incur the \$198 annual fee for a vendor's license. However, there is no evidence to suggest the proposed regulations would result in the closing of such businesses.

The Department concludes it is unlikely the proposed regulations will affect (1) the creation or elimination of jobs within California, (2) the creation of new businesses or the elimination of existing businesses within California, (3) the expansion of businesses currently doing business within California.

Public Benefit of the Proposed Regulations: The proposed regulations will increase public safety throughout California by preventing the unlawful acquisition of ammunition by convicted felons, the dangerously mentally ill, and other persons who are prohibited from possessing firearms and ammunition.

**EVIDENCE SUPPORTING FINDING OF NO SIGNIFICANT STATEWIDE ADVERSE ECONOMIC IMPACT DIRECTLY AFFECTING BUSINESS**

The Department has determined that the proposed regulations will not have a significant, statewide, adverse economic impact affecting business for the reasons explained in the preceding section. Furthermore, to the extent there is any economic impact, it is the result of the applicable statute (Penal Code section 30390) which requires the Department to recover its costs through an annual fee assessed to ammunition vendors who are not also licensed firearms dealers.

**REASONABLE ALTERNATIVES TO THE REGULATIONS AND THE DEPARTMENT'S REASONS FOR REJECTING THOSE ALTERNATIVES**

No reasonable alternatives to the regulations were presented to, or considered by the Department, that would be either more effective in carrying out the purpose for which the action is proposed, or would be as effective and less burdensome.

# California Code of Regulations

## Title 11, Division 5

### Chapter 10. Ammunition

#### § 4260. Ammunition Vendor License Applications

(a) Applicants for an initial ammunition vendor license must complete and submit Department of Justice form BOF 1021 (Rev. 07/2017), which is hereby incorporated by reference. The application must be submitted with the fee specified in section 4261 and a copy of the following:

- (1) Any regulatory or business license required by local government.
- (2) Valid seller's permit issued by the State Board of Equalization.
- (3) Federal Firearms License if the applicant is federally licensed.
- (4) Certificate of Eligibility.

(b) Applicants for renewal of an ammunition vendor license must complete and submit Department of Justice form BOF/CAV-0012 (Rev. 07/2017), which is hereby incorporated by reference, with the fee specified in section 4261.

(c) A firearms dealer licensed pursuant to Penal Code sections 26700 to 26915 is automatically deemed a licensed ammunition vendor pursuant to Penal Code section 30385(d) and is not required to submit an application for an ammunition vendor license.

Note: Authority cited: Sections 30385 and 30395, Penal Code. Reference: Sections 26700, 30385, and 30395, Penal Code.

#### § 4261. Ammunition Vendor License Application Fee and Term Length

(a) The annual application fee for an ammunition vendor license (initial and renewal) is \$198 per location if the vendor is not on the Centralized List of Firearm Dealers.

(b) The term of an ammunition vendor license is from January 1 through December 31, regardless of the date the initial license is issued.

(c) Ammunition vendors must submit to the Department of Justice, a copy of renewals of the licenses specified in section 4260, within 30 days of the license's expiration. Failure to do so will invalidate the ammunition vendor license until a copy of the renewed license is received by the Department of Justice.

(d) Ammunition vendor licenses will be automatically renewed for vendors who maintain active status on the Centralized List of Firearms Dealers.

Note: Authority cited: Sections 30385, 30390, and 30395, Penal Code. Reference: Sections 30385, 30390, and 30395, Penal Code.

§ 4262. Display of Ammunition

Pursuant to Penal Code section 30350, ammunition shall not be displayed for sale or transfer in a manner that allows that ammunition to be accessible to a purchaser or transferee without the assistance of the vendor or an employee of the vendor. Ammunition displayed in a shopping area open to the public is not considered "accessible" provided it is in a locked container (e.g. display case, cabinet, cage).

Note: Authority cited: Sections 30347 and 30350, Penal Code. Reference: Sections 30347 and 30350, Penal Code.

§ 4263. Vendor Fee for Processing a Private Party (non-vendor) Ammunition Sale

In addition to any applicable Department of Justice fee, an ammunition vendor may charge the purchaser a fee(s) for processing the sale of ammunition between two private parties as follows:

(a) If the purchaser will be present for immediate delivery of the ammunition, the fee shall not exceed five dollars (\$5).

(b) If the purchaser will not be present for immediate delivery of the ammunition, the vendor may charge an additional storage fee as agreed upon with the purchaser prior to the vendor receiving the ammunition.

Note: Authority cited: Section 30312, Penal Code. Reference: Section 30312, Penal Code.

§ 4264. Suspension and Forfeiture of Ammunition Vendor's License

(a) An ammunition vendor's license may be suspended for a period of up to six months for a violation of these regulations.

(b) An ammunition vendor's license may be forfeited for a breach of any of the prohibitions and requirements in Penal Code sections 30300 through 30365.

(c) All hearings related to a suspension or forfeiture shall be conducted in accordance with Government Code section 11500 et. seq.

(d) An ammunition vendor whose license is forfeited may not re-apply for a license earlier than one year from the effective date of the forfeiture.

Note: Authority cited: Section 30395, Penal Code. Reference: Sections 30300, 30305, 30306, 30312, 30314, 30342, 30345, 30347, 30348, 30350, 30352, 30355, 30357, 30360, 30362, 30363, 30365, and 30395, Penal Code; Sections 11500, 11501, 11502, 11503, 11504, 11504.5, 11506, 11507, 11507.3, 11507.5, 11507.6, 11507.7, 11508, 11509, 11511, 11511.5, 11511.7, 11512, 11513, 11514, 11515, 11516, 11517, 11518, 11518.5, 11519, 11519.1, 11520, 11521, 11522, 11523, 11524, 11526, 11527, 11528 and 11529, Government Code.

**CALIFORNIA DEPARTMENT OF JUSTICE  
Ammunition Vendor Licensing Unit  
Ammunition Vendor License Renewal Fee Transmittal**

<Business Name>

Vendor:

<Address>

<City, CA Zip>

**Total Annual Fee:**

**Instructions**

Make any business information changes next to the line number that requires correction. If no changes are made, indicate no change by checking the appropriate box. All licensees must sign and date the renewal form. Submit the signed form and fee to:

**Department of Justice  
Bureau of Firearms – Ammunition Vendor Licensing Unit  
P.O. Box 160487  
Sacramento, CA 95816-0487**

1. Ammunition Vendor/Business Information:
  - a. Ammunition Vendor Number
  - b. Business Telephone Number
  - c. Business Fax Number
  - d. Physical Address
  - e. Mailing Address (if different)
  - f. Business Email Address
2. Days and Hours of Operation
3. Business Type
4. Agent for Service of Process Information:
  - a. Name
  - b. Title
  - c. Physical Address
  - d. Telephone Number
  - e. Email Address
5. Alternate Contact Person Information:
  - a. Name
  - b. Title
  - c. Physical Address
  - d. Telephone Number
  - e. Email Address
6. Local Business License Authority
7. Local Law Enforcement Agency

**CALIFORNIA DEPARTMENT OF JUSTICE  
Ammunition Vendor Licensing Unit  
Ammunition Vendor License Renewal Fee Transmittal**

- 8. Ammunition Vendor Licensee(s) Information
  - a. Names(s)
  - b. Certificate of Eligibility Number(s)
  - c. Federal Firearms License Number (if applicable)
  - d. Local Business License Number
  - e. Other Local License Number (if applicable)
  - f. California Board of Equalization Sellers Permit Number
- 9. Employee of Certificate of Eligibility Information
  - a. Names(s)
  - b. Certificate of Eligibility Number(s)
  - c. Certificate of Eligibility Expiration Date

No changes

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Allow 20 business days to process the renewal.*

*Please note: Not receiving a renewal notice does not remove a vendor from responsibility of timely payment.*



**CALIFORNIA DEPARTMENT OF JUSTICE  
BUREAU OF FIREARMS  
Application for  
Ammunition Vendor License (Non-Firearms Dealer)**



**Part A - Ammunition Vendor or Business Entity Information**

Ammunition Vendor or Business Entity Name

Street Address City County State Zip Code

Mailing Address (if different) City County State Zip Code

Business Email Address Telephone Number Fax Number

**Hours of Operation**

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

to to to to to to to

Local Ammunition Vendor Licensing Authority (issuer of local business license)

Local Law Enforcement Agency (police or sheriff's department)

Please indicate the type of business ownership:

- Individual Owner/Sole Proprietor
- Limited Partnership
- Corporate Ownership
- Limited Liability Company
- General Partnership
- Limited Liability Partnership

**OPTIONAL:** Please provide the name, title, address, phone number, and email address of the applicant's agent for service of process in the State of California.

Name Title

Street Address City County State Zip Code

Email Address Telephone Number Fax Number

**OPTIONAL:** Please provide the name, title, address, phone number, and email address of the person to contact for clarification of information provided in this application package:

Name Title

Street Address City County State Zip Code

Email Address Telephone Number Fax Number





**CALIFORNIA DEPARTMENT OF JUSTICE  
BUREAU OF FIREARMS  
Application for  
Ammunition Vendor License (Non-Firearms Dealer)**



**Part B - Ammunition Vendor Licensee Information**

Licensee Name/Responsible Party (as it appears on California driver license or identification card)

Certificate of Eligibility (COE) Number

COE Expiration Date

Federal Firearms License (FFL) Number (if applicable)

FFL Expiration Date

Local Business License (LBL) Number

LBL Expiration Date

Other Local License (OLL) Number

OLL Expiration Date

California Board of Equalization Seller's Permit Number

**Part C - Additional Ammunition Vendor Licensee(s)**

*Please complete this section if there is more than one licensee/responsible party with a COE and LBL for the Ammunition Vendor listed above.*

Licensee Name/Responsible Party (as it appears on California driver license or identification card)

COE Number

COE Expiration Date

Licensee Name/Responsible Party (as it appears on California driver license or identification card)

COE Number

COE Expiration Date

Licensee Name/Responsible Party (as it appears on California driver license or identification card)

COE Number

COE Expiration Date



**CALIFORNIA DEPARTMENT OF JUSTICE  
BUREAU OF FIREARMS**



**Application for  
Ammunition Vendor License (Non-Firearms Dealer)**

**Part D - Employee Certificate of Eligibility Information**

*Please complete this section for every employee with a COE who will be handling, selling, delivering, or have under his/her custody or control any ammunition.*

Employee Name (as it appears on California driver license or identification card) \_\_\_\_\_

COE Number \_\_\_\_\_ COE Expiration Date \_\_\_\_\_

Employee Name (as it appears on California driver license or identification card) \_\_\_\_\_

COE Number \_\_\_\_\_ COE Expiration Date \_\_\_\_\_

Employee Name (as it appears on California driver license or identification card) \_\_\_\_\_

COE Number \_\_\_\_\_ COE Expiration Date \_\_\_\_\_

**Part E - Certification**

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Printed Name of Licensee/Responsible Party listed in Part B \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Licensee/Responsible Party listed in Part C \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Licensee/Responsible Party listed in Part C \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Licensee/Responsible Party listed in Part C \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Part F - Fees**

Ammunition Vendor License Annual Fee: \$198

Please make a check or money order payable to the Department of Justice. Mail check and completed application to the below address:

Department of Justice  
Bureau of Firearms - Ammunition Vendor Licensing Unit  
P.O. Box 160487  
Sacramento, CA 95816-0487



# Application for Ammunition Vendor License (Non-Firearms Dealer) INSTRUCTIONS



## Application Requirements

Applications for an ammunition vendor license must be typed or printed in ink. Incomplete applications will not be processed and will be returned with all required fees. Applications must be accompanied by copies of the Federal Firearms License (FFL) (if applicable), Local Business License (LBL), the Board of Equalization's Seller's Permit for each individual identified as a licensee in conjunction with the business, and a listing of all employees with a certificate of eligibility (COE). If you have any questions, please contact the Bureau of Firearms at (916) 227-2665.

### Part A - Ammunition Vendor or Business Entity Information

- Provide the ammunition vendor or business entity name, telephone number, fax number, physical location, mailing address, and business email address. The physical location information is frequently different when a post office box or a rural route number is used as the mailing address.
- Provide type of business ownership.
- Name, title, address, phone number, and email address of the applicant's agent for service of process in the State of California. Please reference weblink <http://www.sos.ca.gov/business-programs/business-entities/service-process/> for more information regarding service of process.
- Name, title, address, phone number, and email address of the person to contact for clarification of information provided in this application package.
- Provide the ammunition vendor's hours of operation for each day of the week listed, using hh:mm AM/PM format.
- Provide the local ammunition vendor licensing authority's name, along with the name of the police or sheriff's department that is responsible for law enforcement protection in your community. The local licensing authority is the local department or bureau that issues the local business license in your jurisdiction.

### Part B - Ammunition Vendor Licensee Information

- Provide the licensee name/responsible party as it appears on his/her California driver license or identification card, along with their corresponding (COE), (FFL) (if applicable), and (LBL), numbers and expiration dates. The Board of Equalization Seller's Permit number must also be provided.

### Part C - Additional Ammunition Vendor Licensees

- Each additional licensee/responsible party who is listed on the FFL (if applicable), LBL, and Board of Equalization Seller's Permit, and who desires to be identified as a responsible party for this business must also provide his/her name as it appears on their California driver license or identification card along with their corresponding COE number and expiration date. Part C may be copied to accommodate as many additional licensees as necessary.

### Part D - Employee Certificate of Eligibility Information

- For each agent or employee who has access to ammunition for this business, the licensee must provide the agent's or employee's name as it appears on their California driver license or identification card along with their corresponding COE number and expiration date. Part D may be copied to accommodate as many additional employees as necessary.

### Part E - Signatures

- The licensee(s) must sign and date the certification statement affirming the information provided is true and correct. Part E may be copied to accommodate as many additional signatures as necessary.

### Part F - Fees

- The ammunition vendor license fee is \$198.
- Make check or money order payable to the Department of Justice for the appropriate remittance. Attach the check or money order to the lower right margin of the form.
- Mail the completed application, remittance and required documentation to the below address:

Department of Justice  
Bureau of Firearms - Ammunition Vendor Licensing Unit  
P.O. Box 160487  
Sacramento, CA 95816-0487

*Allow 30 business days for processing initial applications.*



## Privacy Notice

As Required by Civil Code § 1798.17

**Collection and Use of Personal Information:** The Division of Law Enforcement in the Department of Justice collects the information requested on this form as authorized by Penal Code section 30385. The Division of Law Enforcement uses this information to establish grounds for the issuance of the license or permit indicated on this application. In addition, any personal information collected by state agencies is subject to the limitations in the Information Practices Act and state policy. The Department of Justice's general privacy policy is available at <http://oag.ca.gov/privacy-policy>.

**Providing Personal Information:** All the personal information requested in the form must be provided. If you fail to provide any of the required personal information, the unprocessed report will be returned to you for completion and resubmission.

**Access to Your Information:** You may review the records maintained by the Division of Law Enforcement in the Department of Justice that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

**Possible Disclosure of Personal Information:** In order to ensure you are not prohibited and establish grounds for the issuance of the license or permit indicated on this application, we may need to share the information you give us with entities as authorized in Penal Code section 11105. The information you provide may also be disclosed in the following circumstances:

- With other persons or agencies where necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations or for licensing, certification, or regulatory purposes;
- To another government agency as required by state or federal law.

**Contact Information:** For questions about this notice or access to your records, you may contact the Staff Services Analyst in the Customer Support Center at (916) 227-7527, via email at [firearms.bureau@doj.ca.gov](mailto:firearms.bureau@doj.ca.gov), or by mail at P.O. Box 160487, Sacramento, CA 95816-0487.