



RED BLUFF POLICE DEPARTMENT  
*CONCEALED WEAPON LICENSE APPLICATION PROCEDURE*

**CONCEALED WEAPONS PERMITS ( CCW )**

1. Complete ALL sections (1,2, 3 & 7) of the Application Packet and return to our office. *DO NOT sign the application & no fees are due at that time.*
2. You will be contacted to schedule your appointment and appointments will be scheduled for Thursdays only.

***For New CCW - Items to bring to your appointment:***

- New CCW Applicant Payment of fees –
  - \$17.00 (payable to RBPD); the balance of \$169.00 to be paid upon approval and pick up of your CCW permit.
- *Firearm Training Certificate of Completion with one of our approved instructors.*
- Present the weapons you want listed on your permit for verification. All weapons must be registered to the applicant or spouse. **The weapons must be unloaded and in a locked case when presented.**
- Valid ID or driver's license.
- Live scan (aka Fingerprinting) - Upon completion of your interview with the Lieutenant or his designee, you will be given a live scan form for your fingerprinting. (You will need to contact the Tehama County Sheriff's Office at 530-529-7940 to schedule that appointment. Please bring the completed portion of that form back to RBPD, when your live scan is finished.)
- After your permit application and live scan results have been received and reviewed, you will be contacted either with approval or denial of your application.

*After your permit application and live scan results have been received and reviewed, you will be contacted with either approval or denial of your application.*

***For Renewal CCW - Items to bring to your appointment:***

- *Fees: \$44.00 payable to RBPD & \$52.00 payable to DOJ. Checks only please.*
- *Firearm Training Certificate of Completion with one of our approved instructors*
- *All firearms you would like on your permit – unloaded and in a locked case.*
- *Valid ID or Driver License*

If all requirements have been met, you will receive your renewal permit at the conclusion of your appointment.

***For Modifications to CCW –***

- *Call to schedule an appointment*
- *Forward via email to [FMorris@rbpd.org](mailto:FMorris@rbpd.org) the Make, Model & Serial # of the firearm you would like to add/delete, to be typed in advance of your appointment.*
- *At your appointment, you will need to provide Proof of Qualification from one of our approved Firearm Instructors, for the firearm(s) you would like to add. The serial # of the firearm(s) qualified with are to be included on the certificate.*
- *There is NO fee for our agency in adding / deleting firearm(s) to your CCW.*

If all requirements have been met, you will receive your modified permit at the conclusion of your appointment.

**\*\*The Red Bluff Police Department will not accept training certificates from firearm instructors not listed on our approved Firearms Instructors List (see attached).\*\***

*Agency Contact:*

*Farah Morris  
Executive Assistant  
[FMorris@rbpd.org](mailto:FMorris@rbpd.org)  
530-527-8282 ext. 3017*