

**Solano County Sheriff's Office
Thomas A. Ferrara, Sheriff-Coroner**



**Carry Concealed Weapons
License Application**

STEP 1

INITIAL APPLICATION INSTRUCTIONS – READ CAREFULLY

NOTICE! FAILURE TO COMPLY WITH ANY SECTION OF THESE INSTRUCTIONS MAY RESULT IN DELAYS IN PROCESSING YOUR APPLICATION.

1. You must be a **full-time** resident of Solano County who can legally own, purchase and possess a firearm capable of being concealed upon your person.
2. Complete the State Standard Application online at <https://solanoso.permitium.com/ccw/start>
3. Obtain copies of the following items to **INCLUDE WITH YOUR APPLICATION SUBMISSION:**
 - Valid CA Drivers/CA ID
 - Your current Solano County address must be on record with California Department of Motor Vehicles
 - Proof of Residency: Copies of Two (2) Consecutive statements that reflect your name and your Solano residence address from one of the following service providers: **(Statements must be dated within the last 90 days. We DO NOT accept past due statements. We DO NOT accept any items other than those listed)**
 - Gas/Electric
 - Water
 - Garbage
 - Home Internet
 - Cable/Satellite
 - Home Phone
 - Credit Card
 - Bank Account - **Mortgage Account Statements and Property Tax Statements NOT accepted**
4. **IF APPLYING FOR BUSINESS-RELATED PURPOSES, PLEASE SUBMIT THE FOLLOWING ITEMS WITH YOUR APPLICATION SUBMISSION:**
 - **Business Owners Only.** Copies of any licenses required by local, state and/or federal Business and Profession Codes. It is your responsibility to ensure that compliance with all licensing requirements is met. If you operate a business from your residence, you should check with your local jurisdiction regarding business licenses.
 - Employer authorization (on company letterhead) specifying duties / assignments,

which establish a need for the CCW license. Employer letter must state they will notify this office immediately upon separation or if the need for the license no longer exists. The letter should also include any restrictions the employer may wish to impose on the license.

5. **Applications are accepted by appointment only.** When you have obtained the necessary attachments, fill out the State Application online at <https://solanoso.permitium.com/ccw/start> and schedule your appointment. Any questions can be directed to the CCW Coordinator at solanoccw@solanocounty.com. All scheduled appointments are conducted at the following address:

**Solano County Sheriff's Office
Professional Standards Bureau
512 Clay St.
Fairfield, CA 94533**

6. When the first review of your application submission is complete, you will be notified in writing. Notification will be provided within 90 days of the application submission date.
 - If the sheriff determines that your application **does** meet State requirements, your approval letter will provide LIVESCAN (fingerprinting) scheduling information and discuss applicable fees.
 - If the sheriff determines your application **does not** meet the State requirements, a denial letter will be mailed to you providing the reason(s) for denial and advising you of your right to appeal.

STEP 2

LIVESCAN - APPLICABLE FEES - BACKGROUND

1. When you receive notification that your application has been approved, you will be instructed to schedule a LIVESCAN (fingerprinting) appointment (instructions provided in approval letter).
2. You may choose to pay your fees online via the Online CCW Application program. If you choose to pay at the time of your appointment you must obtain a cashier's check or money order made payable to the **Solano County Sheriff's Office** in the amount listed below. This cost covers 20 percent of the local administrative fees as well as the required fee's to cover State costs. The amount of the check will be determined by the type of license requested. The license type and associated fees are listed below:
 - **Standard (2-year) License** **\$123.00** (\$30.00 local fee, \$93 State cost)
 - **Judicial (3-year) License** **\$145.00** (\$30.00 local fee, \$115 State cost)
 - **Custodial (4-year) License** **\$167.00** (\$30.00 local fee, \$137 State cost)
 - **Employment (90-Day) License** **\$101.00** (\$30.00 local fee, \$71 State cost)
3. Upon successful completion of the application process the remaining fee can be paid though the Online CCW Application software or a cashier's check or money order, made payable to **Solano County Sheriff's Office**, in the amount of **\$120.00**, is required upon issuance of the CCW license. This amount is the remaining 80% of the local administrative fees.
4. Fees are reassessed July 1 of every year and subject to change as allowed by law. These fees are for processing and, as such, are **NON-REFUNDABLE**.
5. Upon return of documentation from the California Department of Justice and the Federal Bureau of Investigation indicating that you are eligible to possess a firearm, a local criminal history check will be conducted.
6. When all requested responses from various agencies have been received, your file will be reviewed by the sheriff. If you are approved after this review, you will be notified in writing and receive instructions on how to proceed to **Step 3** of the application process. If you are denied after this review, you will be notified in writing; this letter will advise you of your right to appeal.

STEP 3

WEAPONS/RANGE QUALIFICATIONS AND TRAINING

1. Solano County allows a CCW license holder to list **three (3) weapons on an issued permit.**
2. Each CCW license holder is mandated by California state law to attend a firearms safety class. Individuals are also required to qualify with their weapon(s) under the direction of a qualified range master to ensure that each license holder is competent in the safe handling of firearms. All weapons listed on a CCW license must be registered in the name of the license holder, or the license holder's spouse.
3. Please do not submit proof of training and qualification targets prior to Step 3 of the application process. Your training and qualification certification must be dated and submitted within 90 days of your approval notification.
4. Proof of training and qualification can be hand delivered to the Sheriff's Office front lobby.
5. The Solano County Sheriff's Office recognizes only the following training facilities to satisfy your training and qualification requirements. Training from any other facility will not be accepted. **NO EXCEPTIONS.**

VENDOR	RANGE LOCATION	PHONE	EMAIL/WEBSITE
29 Outdoor Gear	American Canyon, CA	(707) 647-2511	www.29outdoorgear.com ; jerry@29outdoorgear.com
Big Ranch Defensive Firearms	Napa, CA	(707) 252-0896	www.brdf.com johns@brdf
Basic Firearms Training	Sacramento, CA	(916) 718-0976	www.basicfirearmstraining.net info@basicfirearmstraining.net
Blue Ridge Consulting & Firearms	Vacaville, CA	(707)689-0172	dave@brcarms.com www.BRCArms.com ;
Defensive Accuracy, LLC	Dublin, CA & Vacaville, CA	(408) 687-3791	DACCW.com king@daccw.com
Dobbs Firearm Training	Fairfield, CA & Vacaville, CA	(888) 486-0250	cdobbs@dobbsfirearmtraining.com ; www.dobbsfirearmtraining.com
Delta Precision Firearms and Training	Vacaville, CA	(707) 759-0204	deltaprecisionarms@gmail.com
Northern Firearms Instruction	Vacaville, CA Yolo, CA	(530) 776-4855	www.usgunpro.com ; ted@usgunpro.com
Lagomarsino's Firearms Institute, Inc	Sacramento, CA Yolo, CA	(209) 401-0907	www.lfiguns.com wes@lfiguns.com
Split Fire Firearms Training	Richmond, CA San Leandro, CA	(707) 712-8300	www.splitfiretraining.com mikek_27@yahoo.com

STEP 4

FINAL REVIEW

1. The sheriff will conduct a final review of the application after training and qualification certification has been submitted.
2. If you are approved after this review, a license will be generated and signed by the sheriff.
3. The sheriff may place restrictions on a license if he/she deems warranted. The restrictions may include time, place, manner, and circumstances under which the licensee may carry the weapon.
4. You will be contacted via the Online CCW Application program to schedule an appointment to pick up the license.
5. If you are not approved after this review, you will be notified in writing. The letter will advise of your right to appeal.

Further questions regarding the application process can be sent to solanoccw@solanocounty.com.

APPEAL PROCESS

1. If you have been denied at any point during the application process, you may appeal the sheriff's decision.
2. The appeal request must be in writing, and the request should explain the reason(s) for appeal. Your request should provide further details, explanations and considerations for further review.
3. Appeal requests must be received by the Sheriff's Office within **90** days of the date on the denial letter.
4. Appeal requests should be mailed to the CCW coordinator at the following address:

Solano County Sheriff's Office
Attn: CCW Coordinator
530 Union Avenue, Suite 100
Fairfield, CA 94533
5. The sheriff shall review the appeal and, within **90** days of receipt, provide you written notice indicating whether the request for further consideration is approved or denied.
6. A second denial is final, and there is no additional appeal.