



## CALIFORNIA DEPARTMENT OF JUSTICE BUREAU OF FIREARMS Application for Centralized List of Exempted Federal Firearms Licensees (CLEFFL) and Exemption Declaration



Business Name as it appears on Federal Firearms License (FFL)				FFL Number		FFL Expiration Date	
Business Physical Address			City	County		State	Zip Code
Business Mailing Address (if different)			City	County		State	Zip Code
Business E-mail Address				Telephone Number		Fax Number	
Hours of Operation							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
to	to	to	to	to	to	to	
Local Law Enforcement Agency (police or sheriff's department)							
1. Complete Name of Exempted Federal Firearms Licensee (must be listed on FFL)				COE Number		COE Expiration Date	
2. Complete Name of Exempted Federal Firearms Licensee (must be listed on FFL)				COE Number		COE Expiration Date	
3. Complete Name of Exempted Federal Firearms Licensee (must be listed on FFL)				COE Number		COE Expiration Date	
<b>Note: To list more than three licensees, please complete and attach an additional application</b>							
FFL Type (e.g., 01, 07, 08, etc.)							
Purpose of FFL (e.g., gunsmith, manufacturer, importer, wholesaler, etc.)							

**Penal Code section 26500 Exemption Declaration (Pen. Code § 28450)**

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

\_\_\_\_\_  
*Signature of Licensee identified above* \_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Licensee identified above* \_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Licensee identified above* \_\_\_\_\_  
*Date*

Any person furnishing a fictitious name, knowingly furnishing any incorrect information, or knowingly omitting any information on this declaration is guilty of a misdemeanor pursuant to Penal Code section 28455.

## **Application for Centralized List of Exempted Federal Firearms Licensees (CLEFFL) and Exemption Declaration INSTRUCTIONS**

### **Application Requirements**

Applications for the Centralized List of Exempted Federal Firearms Licensees (CLEFFL) 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 with copies of the applicant's valid Federal Firearms License (FFL) issued by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), and a valid Certificate of Eligibility (COE) issued by the Department of Justice, Bureau of Firearms. If you have any questions, please contact the Bureau of Firearms Centralized List Unit at (916) 210-2750.

- Provide the business name as it appears on the FFL, FFL number and expiration date, physical address and mailing address, if different. Please also provide the business email address, telephone and fax numbers.
- Provide the business hours of operation for each day of the week listed, using hh:mm AM/PM format.
- Provide the name of the police or sheriff's department that is responsible for law enforcement protection over your business.
- Provide any additional name(s) of Exempted Federal Firearms Licensee(s) listed on the FFL, along with their corresponding COE numbers and expiration dates. To list more than three licensees, complete and attach an additional application.
- Provide the FFL type and purpose.
- The licensee(s) must sign and date the Penal Code section 26500 Exemption Declaration and perjury statement affirming the information provided is true and correct.
- Make check or money order payable to the Department of Justice for \$115.00. 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 - Centralized List Unit  
P.O. Box 160487  
Sacramento, CA 95816-0487





**CALIFORNIA DEPARTMENT OF JUSTICE  
BUREAU OF FIREARMS  
Application for Centralized List of  
Exempted Federal Firearms Licensees (CLEFFL)  
and Exemption Declaration**



## **Privacy Notice**

As Required by Civil Code § 1798.17

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**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 28450. The Division of Law Enforcement uses this information to add a person to the Centralized List, who identifies themselves as a dealer, importer, or manufacturer of firearms in California. 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 add a person to the Centralized List, who identifies themselves as a dealer, importer, or manufacturer of firearms in California, 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) 210-2300, 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.