CALIFORNIA DEPARTMENT OF JUSTICE
BUREAU OF FIREARMS
Automated Firearms System (AFS)
Request for Firearm Records

This form must be notarized and include a photocopy of a valid identification card (California Driver License, California Identification, Military Identification, or Out-of-State Identification). This form cannot be used to request firearm records for another individual. Please be advised the Department of Justice began retaining information regarding sales of rifles and shotguns effective January 1, 2014. As a result, records of rifles and shotguns prior to January 1, 2014 are limited to Assault Weapon registrations and voluntary reports of ownership.

Last Name: _____ Suffix: _____ First Name: _____ Middle Name: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Date of Birth: (mm/dd/yyyy) _____ Driver License/ID Number: _____ Telephone Number: _____

Please send me a list of the firearms for which I am listed as the purchaser, owner, or assault weapon registrant.

Signature: _____ Date: _____

CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

In the State of _____, county of _____, on _____ before me, _____,personally appeared_____

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.

WITNESS my hand and official seal.

*Signature _____ (**Seal**)*

Please send your completed request form and copy of valid identification to:

Department of Justice
Bureau of Firearms
AFS Private Citizen Request
P.O. Box 820200
Sacramento, CA 94203-0200

FAXED DOCUMENTS WILL NOT BE ACCEPTED - ORIGINAL SIGNATURES REQUIRED

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Privacy Notice

As Required by Civil Code § 1798.17

Collection and Use of Personal Information: The Division of Law Enforcement, Bureau of Firearms in the Department of Justice collects the information on this request pursuant to Penal Code sections 11122 and 11123. The Bureau of Firearms uses this information to process a request for firearm records. 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 personal information on this request is mandatory. Failure to provide the mandatory personal information will result in your request not being processed.

Access to Your Information: You may review the records maintained by the Division of Law Enforcement, Bureau of Firearms 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 process a request for firearm records, we may need to share the information you provide us with any Bureau of Firearms representative or any other person designated by the Attorney General upon request. The information you provide may also be disclosed in the following circumstances:

- With other persons or agencies when necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations, 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, or by mail at P.O. Box 820200, Sacramento, CA 94203-0200.