ADOPT

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

Vendor Physical Location Type (Business or Residential)

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

Hours of Operation

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
_____ to _____	_____ to _____	_____ to _____	_____ to _____	_____ to _____	_____ to _____	_____ to _____

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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

CDTFA Seller's Permit Number

CDTFA Firearm and Ammunition Excise Tax (FET) Certificate of Registration 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

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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

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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 California Department of Tax and Fee Administration (CDTFA) Seller's Permit, and CDTFA Firearm and Ammunition Excise Tax (FET) Certificate of Registration.
- If you have any questions, please contact the Bureau of Firearms at (916) 210-2753.

Part A - Ammunition Vendor or Business Entity Information

- Provide the ammunition vendor or business entity name, mailing address, business email address, telephone number, fax number, and physical location. The physical location information is frequently different when a post office box or a rural route number is used as the mailing address.
- Indicate whether the vendor's physical location is Business or Residential.
- Provide type of business ownership.
- 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.
- Name, title, address, phone number, and email address of the applicant's agent for service of process in the State of California. Please reference web link 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.

Part B - Ammunition Vendor Licensee Information

- Provide the licensee name/responsible party as it appears on his/her California driver's license or identification card, along with their corresponding COE, FFL (if applicable), and LBL, numbers and expiration dates. The CDTFA 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, CDTFA Seller's Permit, CDTFA FET Certificate of Registration, 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's 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.

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Part D - Employee of 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's 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

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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 form 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, please contact the Bureau of Firearms at (916) 210-2750.