

**CALIFORNIA DEPARTMENT OF JUSTICE**  
**TITLE 11. LAW**  
**DIVISION 5. FIREARMS REGULATIONS**  
**CHAPTER 1. BUREAU OF FIREARMS FEES**  
**AND**  
**CHAPTER 4. DOCUMENTATION REQUIREMENTS FOR FIREARMS AND**  
**AMMUNITION ELIGIBILITY CHECKS**  
**AND**  
**CHAPTER 39. ASSAULT WEAPONS AND LARGE CAPACITY MAGAZINES**  
**STD 399 ATTACHMENT A**

**Economic Impact Statement**  
**Section B – Estimated Costs**

**B.1**

Individual Costs

The proposed regulation raises the processing fee required for each of the following firearm ownership self-reporting forms from \$19.00 to \$31.00: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100, and BOF 961 (collectively referred to herein as “Self-Reporting Forms” or “Forms”). If an individual reports more than one firearm on a single Form, the proposed regulation imposes a processing fee of \$5.00 for each additional firearm reported on the Form (e.g., if two firearms are reported on a single Form, then the processing fee would be  $\$31.00 + \$5.00 = \$36.00$ ). The total cost to an individual will depend on the number of Self-Reporting Forms they submit to the Department of Justice (the “Department”) and the number of firearms they list on a single Form.

The following table shows the total number of Self-Reporting Forms received by the Department in 2023, the aggregate annual cost to individuals under the existing fee, the aggregate annual cost to individuals under the proposed fee, and the difference:

	<b>Applicable Self Reporting Forms</b>	<b>Forms Received in 2023</b>	<b>Cost per Form</b>	<b>Aggregate Annual Cost</b>
<b>Current Regulation</b>	Forms: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100A & BOF 961	20,986	\$19.00 (current)	\$398,734
<b>Proposed Regulation</b>	Forms: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100A & BOF 961	20,986	\$31.00 (proposed)	\$650,566
<b>Difference</b>			\$12.00	\$251,832

The following table provides the same information for 2024:

	<b>Applicable Self Reporting Forms</b>	<b>Forms Received in 2024</b>	<b>Cost per Form</b>	<b>Aggregate Annual Cost</b>
<b>Current Regulation</b>	Forms: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100A & BOF 961	18,744	\$19.00 (current)	\$356,136
<b>Proposed Regulation</b>	Forms: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100A & BOF 961	18,744	\$31.00 (proposed)	\$581,064
<b>Difference</b>			\$12.00	\$224,928

This table shows the total number of additional firearms reported (after the first firearm) on a single Form in 2023, the aggregate annual cost to individuals under the existing fee structure, the aggregate annual cost to individuals under the proposed fee, and the difference:

	<b>Applicable Self Reporting Forms</b>	<b>Additional Firearms Reported in 2023</b>	<b>Cost per Additional Firearm</b>	<b>Aggregate Annual Cost</b>
<b>Current Regulation</b>	Forms: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100A & BOF 961	18,763 <sup>1</sup>	\$0.00 (current)	\$0.00
<b>Proposed Regulation</b>	Forms: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100A & BOF 961	18,763	\$5.00 (proposed)	\$93,815
<b>Difference</b>			\$5.00	\$93,815

The following table provides the same information regarding the cost per additional firearm for 2024:

	<b>Applicable Self Reporting Forms</b>	<b>Additional Firearms Reported in 2024</b>	<b>Cost per Additional Firearm</b>	<b>Aggregate Annual Cost</b>
<b>Current Regulation</b>	Forms: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100A & BOF 961	16,364 <sup>2</sup>	\$0.00 (current)	\$0.00

<sup>1</sup> This total is based on the following formula: 39,749 total firearms reported – 20,986 Forms received = 18,763.

<sup>2</sup> This total is based on the following formula: 35,108 total firearms reported – 18,744 Forms received = 16,364.

<b>Proposed Regulation</b>	Forms: BOF 4542A, BOF 4544A, BOF 4010A, BOF 4100A & BOF 961	16,364	\$5.00 (proposed)	\$81,820
<b>Difference</b>			\$5.00	\$81,820

**Fiscal Impact Statement**  
**Section B - Fiscal Effect on State Government**

The proposed regulation addresses the costs to the Department to process firearm ownership Self-Reporting Forms and review all of the firearms listed on each form.

Currently, the cost of manually processing firearm ownership Self-Reporting Forms is greater than the fees collected to process those Forms. First, the current fee of \$19.00 per Form is not sufficient to cover the costs to process a Form listing one firearm. To address this gap, the proposed regulation increases the processing fee for each Form from \$19.00 to \$31.00. Second, the Department’s analysts must review each firearm listed on a Form. Assembly Bill No. 3064 (2023-2024 Reg. Sess.) amended the Penal Code to allow the Department to establish an additional fee for each firearm listed on the Forms. (Pen. Code, §§ 27560, subd. (a)(2), 27565, subd. (c), 27875, subd. (d), 27920, subd. (g), 27966, subd. (g), 28000, subd. (d).) The proposed regulation imposes a \$5.00 fee for each additional firearm listed on a Form (e.g., if two firearms are reported on a single form, then the processing fee would be \$31.00 + \$5.00 = \$36.00).

The amount of time to review each Form varies depending on the number of firearms listed on the Form. Depending on the number of firearms listed on a Form, a Crime Analyst I (“CA I”) from the Firearm Reporting Team can spend approximately five (5) minutes to one (1) hour to review a given Form and enter it into the Department’s system. Next, the analyst must search the Department’s Automated Firearms System (“AFS”) to determine if a record of ownership exists in the name of the applicant. This process can take as little as five (5) minutes or up to ten (10) minutes. Finally, after it’s assured that a double recording of entry of ownership does not exist, and the form meets admission standards it will be completed in California Reporting Information System (CRIS) then forwarded to the background portal for eligibility check. This can take as little as 5 mins or up to several weeks depending on the amount of research needed. After the CA I completes their review and background check for firearm eligibility, the CA I will produce an Approval or Denial Letter. Approval letters are printed then sent to the applicant via mail. For Denial Letters, a packet must be created and forwarded to the Armed and Prohibited Persons System (APPS) unit for further processing. A Program Technician I (“PT I”) assists the CA Is with entering paper applications into the system, reviewing applications for completeness, and processing check deposits.

The Firearm Reporting Team currently employs seven CA Is and one PT I to assist with processing firearm ownership Self-Reporting Forms. Based on the 2024/2025 Benefit and Salary

range for a CA I (\$68.13 per hour) and a PT I (\$51.80), the weighted average hourly rate is approximately \$66.09. It currently takes an average of 28.5 minutes to process each Form that lists one firearm, with another five (5) minutes on average for each additional firearm listed on the Form. Thus, the proposed regulations establish a processing fee of \$31.00 ( $\$66.09 \times 28.5/60$ ), and an additional fee of \$5.00 for each additional firearm ( $\$66.09 \times 5/60$ ).