



## **CCW VENDOR REQUIREMENTS**

*NEW CCW VENDOR APPLICATIONS ARE ONLY ACCEPTED  
ANNUALLY DURING THE MONTH OF JANUARY*

ALL vendors are responsible to keep current on new CCW Legislation regarding CCW Laws and for providing current business documentation to San Joaquin County Sheriff's Office CCW Unit.

All CCW Vendors are required to submit the following information to be added to our Approved CCW Vendor List:

- Business Cover letters/Business Mission Statements with Contact information.
- Copy of current valid Business License, with expiration date.
- Copy of current valid Business Insurance, with expiration date.
- Copy of completed Sheriff Website Information Form (see attached).
- New Students 16-Hour Course Curriculum including:
  1. Outline with class timeline.
  2. Remediation methods (for range or written tests).
  3. One (1) hour Mental Health component with list of resources (Per SB2).
  4. Copy of all classroom handouts.
  5. Names of any training videos utilized.
  6. Copy of written test (Per SB2).
- Renewal Students 8-Hour Course Curriculum including:
  1. Outline with class timeline.
  2. Remediation methods (for range or written tests).
  3. One (1) hour Mental Health component with list of resources (Per SB2).
  4. Copy of all classroom handouts.
  5. Names of any training videos utilized.
  6. Copy of written test (Per SB2).
- Samples of 16-Hour New, 8-Hour Renewal, and Modification Training certificates.

For of all weapons qualified with for CCW permit (maximum 3 weapons on permit) all certificates MUST include:

  1. Make
  2. Model
  3. Caliber
  4. Serial Number

- List of all Firearms Instructors utilized for your business.
- Current copies of Firearms Instructors Certificates for each firearm instructor.  
Per SB2: All firearms instructors must hold a DOJ Firearms Instructor Certification with current Certificate of Eligibility (COE) or hold a POST Firearm Instructor or Rangemaster Certification (POST certificates have no expiration and you may provide a copy of your POST training profile as proof of training).
- Location of your classroom or method of distance instruction (i.e., zoom).
- Range location(s).  
If the firearm qualifications are conducted at a location other than a licensed firearm range, please describe the facilities, safety features, etc., which are in place and the exact location where the qualification course takes place (physical address).
- List your "Course of Live-Fire" to qualify for both the 16-hour and 8-hour courses.  
Must meet minimum requirement set forth in Assembly Bill AB 2103 (see instructions below).
- The San Joaquin County Sheriff's Office currently requires the successful completion of a 16-hour training course, which is also required pursuant to SB2.
- AB 2103 also now requires the licensing authority (in this case the San Joaquin County Sheriff's Office) to establish and make available to the public the standards it used when issuing licenses with regards to live-fire shooting exercises. As a result, the Sheriff's Office is requiring the integration of the following standard "Course of Live-Fire" into your training.
- Course of Live-Fire:

| Distance (Yards) | Rounds Fired |
|------------------|--------------|
| 1.5              | 5            |
| 3                | 5            |
| 5                | 10           |
| 7                | 5            |
| 10               | 5            |

*The live-fire portion of the training shall be demonstrated with all weapons to be listed on the license. The target shall measure 12 X 16 inches and must be capable of being scored. Applicants are to have a minimum passing score of %80.*



Vendor document packets can be physically mailed, or documents can be scanned as single PDF files and sent via email to the address listed below (preferred). Please include in your packet whether you can accommodate applicants with disabilities, bilingual services, or allow the applicants to provide their own translator.

On occasion we reserve the right to have San Joaquin County Sheriff's Office Range Master or designated Sheriff's Office personnel inspect your range and/or training venues. We may also audit your classes without prior notice on a random basis.

Please submit document packets or questions to the following:

Sheriff's Joaquin County.  
San Joaquin County Sheriff's Office  
Attn: Professional Standards Division CCW Unit  
7000 Michael N. Canlis Blvd.  
French Camp, CA 95231  
CCW Phone: (209) 468-5822  
CCW Email: [ccw@sjgov.org](mailto:ccw@sjgov.org)



# SHERIFF WEBSITE INFORMATION

To further accommodate our CCW Applicants we will be adding your range information and if you are able to accommodate other languages or persons with physical disabilities (wheelchair, walkers, etc.) applicants at the range. If you do not want your home or mailing address listed on our website, then leave that area of this form blank. Please include a business card size "camera ready copy of your Logo" as we will try to add that to our website this year.

## INSTRUCTIONS:

Please fill out this form with the information that **you want listed** on our website. If you DO NOT want certain information listed, then leave that section of this form BLANK.

ALL fields are NOT required in this section:

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Telephone number(s): \_\_\_\_\_

Name of Instructor (s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Your Website URL: \_\_\_\_\_

Your email: \_\_\_\_\_

Classes taught in other Languages: (List languages) \_\_\_\_\_

If Classroom and Range only taught in English, do you allow for Translators: \_\_\_\_\_

Is Classroom handicapped accessible? \_\_\_\_\_



The Information requested below is **REQUIRED**:

Name and Address/Location of every Firearm Range/Location you will be using for qualification portion of training:

Range Name: \_\_\_\_\_

Range Address/Location(s): \_\_\_\_\_

\_\_\_\_\_

Is Range able to accommodate people with Physical Disabilities? \_\_\_\_\_

