



# CITY OF SANTA BARBARA

## RENEWAL PROCESS SALE OF FIREARMS

Permit #:

PD Received  
Date:

Name of Applicant: \_\_\_\_\_

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

Steps Completed with Finance	Complete full application and remit via email to <a href="mailto:AccountsReceivable@SantaBarbaraCA.gov">AccountsReceivable@SantaBarbaraCA.gov</a> Full Application must include the following:	Date completed & City Agent's initials.
Step 1	Complete renewal forms. They will include: <ul style="list-style-type: none"> <li><input type="checkbox"/> Renewal Application form.</li> <li><input type="checkbox"/> Authorization to Release Information form.</li> </ul> Also submit the following documentation: <ul style="list-style-type: none"> <li><input type="checkbox"/> Photocopy (front and back) of your driver's license.</li> <li><input type="checkbox"/> Photocopy of current Federal Firearms License from the Bureau of Alcohol, Tobacco, and Firearms (BATF).</li> <li><input type="checkbox"/> Photocopy of current Certificate of Eligibility from the Department of Justice.</li> <li><input type="checkbox"/> Photocopy of valid Board of Equalization Seller's Permit.</li> </ul>	
Step 2	Pay a \$10.00 renewal fee.	

### POLICE DEPARTMENT USE ONLY

**To be completed by Police Permit Investigator:**

- City of Santa Barbara Police Department records check on applicant, Warrants, B.U.S.T.E.D., D.M.V.
- Santa Barbara Sheriff's record checks on applicant.
- City of Santa Barbara Police Department check with crimes against property to determine if there is any negative information on applicant that would prohibit re-issuance of the permit.

*Police Permit Investigator's recommendations on the re-issuance of the permit to the applicant:*

\_\_\_\_\_

\_\_\_\_\_

**CHIEF OF POLICE OR DESIGNEE:**

Approval of renewal application: \_\_\_\_\_ Date: \_\_\_\_\_

Disapproval of renewal application: \_\_\_\_\_ Date: \_\_\_\_\_



# CITY OF SANTA BARBARA

## RENEWAL APPLICATION

TYPE: SALES OF FIREARMS

Permit #

Santa Barbara Municipal Code,  
Chapter 9.36

**Please complete the following renewal information:**

Applicant's Name:		Date of Application:	
Residence Address (include street, city, and zip code):			
Mailing Address, if different (include street, city, and zip code):			
Phone Number:			
California Driver's License No. (submit photocopy)		Date of Birth:	
Business Name:			
Business Address (include street, city, and zip code):			
Business Owner's Name:		Business Phone Number:	

**Arrest History:** *If you have had any arrests, list all of them. Use an additional sheet if necessary. Give the date (approximate), place (city and state), and the reason for the arrest.*

Date:	Place (city and state):	Reason:
—	—	—
—	—	—
—	—	—
—	—	—

**Signature below indicates the applicant understands that if any information requested on this form is misrepresented, it may be grounds for denial of this permit application.**

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**



# CITY OF SANTA BARBARA

**AUTHORIZATION TO RELEASE INFORMATION  
TO THE  
CITY OF SANTA BARBARA, POLICE DEPARTMENT**

**(Pursuant to Santa Barbara Municipal Code, Chapter 5.29)**

As an applicant for a City permit within the City of Santa Barbara, I hereby authorize the release of any and all information that you may have concerning my work records education records, medical records, and information of a confidential or privileged nature to the City of Santa Barbara Police Department and its agents.

*I hereby release you, your organization, or others, from any liability or damage, which may result from furnishing the information requested.*

\_\_\_\_\_  
**Printed (*Permit Applicant's Name*)**

\_\_\_\_\_  
**Signature (*Permit Applicant*)**

\_\_\_\_\_  
**Date**