## GUIDELINES FOR APPLYING ONLINE: NEW, RENEWAL, MODIFICATIONS, and DUPLICATES

- -Go to www.kernsheriff.org
- -Scroll down click on the "CCW's & County Licenses" icon which will take you to the Licensing Unit page
- -Click on "CCW License" then "Apply CCW Online" which takes you straight to the online site Permitium
- -You will choose the option you want to apply for NEW CCW, RENEW CCW, MODIFY/DUPLICATE CCW
- -Below are instructions on how to fill out each application
- ALL applications submitted after JANUARY 1, 2024, will be required to follow the SB2 guidelines

## ALL SUBJECT FIELDS IN ANY APPLICATION MUST BE FILLED OUT

\*\*ANY GUN LISTED IN ANY APPLICATION (new, renewal, modification) MUST BE REGISTERED IN **YOUR** NAME IN THE STATE OF CALIFORNIA\*\* Having your spouse's firearm on your CCW is NO LONGER allowed

<u>NEW CCW ONLINE</u>: 2 Year application: **Standard for anyone**, 3 Year application: **Judges only**, 4 Year application: **Reserve status with K.C.S.O. only**.

-You will upload your VALID CA DRIVERS LICENSE/ID (brown card if you need it) and 2 DIFFERENT CORRECT PROOFS OF RESIDENCE. Below is a list of proofs of residence we ONLY ACCEPT there are NO EXCEPTIONS.

**ALL** proofs of residence <u>MUST</u> be in your name and no more than **30 DAYS** from the date you're applying, nor can they be expired. The **SERVICE ADDRESS** on your utility bill is your physical residence.

-ACTUAL VEHICLE REGISTRATION only one (<u>NO</u> renewal notices, off roading, trailers, vessels, non-operable vehicles), **PROPERTY TAX STATEMENT** (CURRENT YEAR), **WATER BILL, ELECTRIC BILL, PHONE BILL** (landline-NOT cellphone), **GAS BILL, INTERNET BILL, CABLE BILL**.

<u>RENEWAL ONLINE</u>: You can **ONLY RENEW <u>WITHIN</u> 30 DAYS BEFORE EXPIRATION DATE** or Permitium won't let you finish the process. *Your renewal date will change to the date it's been approved.* 

-You will upload **8HR CERTIFICATE**, **VALID DRIVERS LICENSE/ID** (brown/white card if physical residence isn't on driver's license/ID), **CURRENT CCW PERMIT** and **QUALIFICATION CARD**.

**MODIFICATION ONLINE:** Enter **ALL** (current or new) gun(s) you want to be on your permit.

- -You will upload **VALID DRIVERS LICENSE/ID** (brown/white card if physical residence isn't on driver's license/ID), **CURRENT CCW PERMIT** and **QUALIFICATION CARD**.
- -Adding a new gun(s) <u>MUST</u> be in your name. Removing a gun(s) still list the current gun(s) you want on your permit.
- -Updating your physical residence on your permit. **First update** your address with DMV then upload the **change of address printout** from the DMV to you application.

**DUPLICATE ONLINE: ONLY** choose if you have **LOST** permit or permit was in **STOLEN** wallet/purse.

- -Upload **VALID DRIVERS LICENSE/ID** (brown/white card if physical residence isn't on driver's license/ID)
- -If driver's license was lost/stolen you will provide your **TEMPORARY DMV DRIVERS LICENSE PAPER** with a form of **PICTURE ID** (i.e.: valid passport, expired driver's license, California ID)

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