

## **Non-Resident Concealed Carry Weapon (CCW) Application Procedures - Orange County Sheriff's Department**

The Orange County Sheriff's Department is now accepting Non-Resident CCW applications. Please carefully follow the steps outlined below to ensure a smooth application process.

**Important Note: Do not complete firearms training or qualification until you have been instructed to do so by a Sheriff's designee.**

### **Step 1: Online Application and Account Creation**

- Visit the Orange County Sheriff's Department CCW Pro portal: <https://ccwpro-ocsheriff.cssa.cloud/>
- Create an account on the portal.
- Complete the online Non-Resident CCW application form thoroughly and accurately.
- Within the application, you will be required to:
  - Specify the jurisdiction(s) within California, particularly Orange County, where you intend to spend time within the next 12 months. Be as specific as possible (e.g., City of Anaheim, Orange County unincorporated areas).
  - Attest to this intention under oath within the digital application.

### **Step 2: Identification and Residency Documentation**

- **Upload a clear and legible copy of your valid driver's license or state-issued identification card from your home state.** This will be required as part of the online application submission.
- If the home address on your driver's license or identification card differs from your current physical address, you must also upload proof of your current residency. Acceptable forms of proof of residency may include (but are not limited to):
  - Utility bill (gas, electric, water) issued within the last 90 days showing your name and current address.
  - Bank or credit card statement issued within the last 90 days showing your name and current address.

- Mortgage statement or lease agreement showing your name and current address.
- Official government-issued document (excluding driver's license or ID card) showing your name and current address.

### **Step 3: Fingerprint Submission**

- Applicant must comply with Penal Code section 26185 and California Code of Regulations, title 11, section 4420. Meaning, “fingerprints shall be captured and transmitted electronically by an authorized Live Scan operator.” (Cal. Code Regs., tit. 11, § 4420.) **The applicant must complete a BCIA 8016, REQUEST FOR LIVE SCAN SERVICE form and take the completed form to a live scan operator in California to initiate the background check process.**

### **Step 4: Application Review and Next Steps**

- Once you have submitted your online application and all required documentation, it will be reviewed by the Orange County Sheriff's Department.
- You will be contacted by a Sheriff's designee through the CCW Pro portal or via email with updates on the status of your application and further instructions.
- **Please ensure you regularly check your email and the CCW Pro portal for communications.**

### **Step 5: Firearms Training and Qualification (Upon Instruction)**

- **Do not proceed with firearms training or qualification until you receive explicit instructions from a Sheriff's designee to do so.**
- **Firearms Training:** You will be required to complete online firearms training through an Orange County, California-approved provider. A list of approved providers will be provided to you when you are authorized to proceed with training.
- **Firearms Qualification:** You will need to complete firearms qualification with each firearm you intend to carry. The required qualification form will be provided to you by the department at the appropriate time.
- **Firearms Qualification Location:** You may complete the firearms qualification at any shooting range in your home state that can administer and document the qualification in accordance with the standards outlined on the provided form.

**Step 6: Interview and Final Review**

- You are required to participate in a virtual interview with a Sheriff's designee. You will be notified with the details on the virtual interview process and provided with a link.
- Following the completion of all requirements, your application will undergo a final review.

**Step 7: CCW Permit Issuance**

- If your application is approved, you will be notified and provided with instructions on how to pay and receive your Non-Resident CCW permit.