CALIFORNIA DEPARTMENT OF JUSTICE
BUREAU OF FIREARMS
California Firearms Licensee Check (CFLC)
Firearms Shipment Approval Letter Request Form

Mail/Fax/Email Request

Federal Firearms Licensee Information	
Federal Firearms License (FFL) No.:	
Number of weapons to be shipped: Handguns:_____ Long guns: _____ Invoice No.: _____	
Contact Name: *(appears on the Firearms Shipment Approval Letter)*	
Contact Phone:	Fax:
Email Address:	
Shipment Recipient Information	
Shipment Recipient Five-Digit Centralized List Number:	

Please mail, fax, or email the completed form to:

Department of Justice
Bureau of Firearms - Centralized List Unit
P.O. Box 160487
Sacramento, CA 95816-0487
FAX: (916) 227-1032
Email: dojcflc@doj.ca.gov

Firearms Shipment Approval requests received via mail, fax, or email will be processed Monday through Friday between 8:00 a.m. and 4:30 p.m. Pacific Standard Time.

After processing, the California Department of Justice will fax or email a Firearms Shipment Approval letter containing the verification approval number or a Do Not Ship letter to the fax number or email address entered on this request.

If you have any questions, please contact the Centralized List Unit at (916) 227-2665.

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Privacy Notice

As Required by Civil Code § 1798.17

Collection and Use of Personal Information: The Division of Law Enforcement, Bureau of Firearms in the Department of Justice collects the information on this request pursuant to Penal Code section 27555. The Bureau of Firearms uses this information to obtain a California Firearms Licensee Check (CFLC) verification approval number. In addition, any personal information collected by state agencies is subject to the limitations in the Information Practices Act and state policy. The Department of Justice's general privacy policy is available at http://oag.ca.gov/privacy-policy.

Providing Personal Information: All personal information on this request is mandatory. Failure to provide the mandatory personal information will result in your request not being processed.

Access to Your Information: You may review the records maintained by the Division of Law Enforcement, Bureau of Firearms in the Department of Justice that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

Possible Disclosure of Personal Information: In order to obtain a California Firearms Licensee Check (CFLC) verification approval number, we may need to share the information you provide us with any Bureau of Firearms representative or any other person designated by the Attorney General upon request. The information you provide may also be disclosed in the following circumstances:

- With other persons or agencies when necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations, licensing, certification, or regulatory purposes;

- To another government agency as required by state or federal law.

Contact Information: For questions about this notice or access to your records, you may contact the Staff Services Analyst in the Customer Support Center at (916) 227-7527, via email at firearms.bureau@doj.ca.gov, or by mail at P.O. Box 160487, Sacramento, CA 95816-0487.