

California Department of Justice  
FIREARMS DIVISION  
Randy Rossi, Director

# INFORMATION BULLETIN

*Subject:*

**DROS PROCESSING FOR NON-U.S. CITIZENS  
SUPERSEDING IB 2002-FD-01**

*No.:*

2003-01-FD

*Date:* 08/25/03

*For further information contact:*

***Firearms Division  
(916) 227-3703***

## TO: ALL CALIFORNIA FIREARM DEALERS

On February 26, 2002, the California Department of Justice (DOJ) notified all California firearm dealers via Information Bulletin number 2002-FD-01, of a new federally mandated background check requirement for prospective firearm purchasers who are not U.S. citizens. Specifically, all non-U.S. citizen firearm purchasers must provide an Immigration and Naturalization Service (INS) issued alien registration number or I94 admission number to the dealer for verification of the purchaser's legal status in the U.S. and eligibility to purchase/possess firearms. In turn, California firearm dealers were directed to contact the FBI NICS via telephone to initiate these checks until the both the FBI and California DOJ background check systems could be enhanced to incorporate these checks into the California DROS Entry System.

Effective September 2, 2003, the California DOJ will implement the necessary enhancements to the DROS Entry System (DES) to support the federal non-U.S. citizen background check requirement. Accordingly, the DROS Entry System will reflect three new data fields in the purchaser and private party seller portion of the on-line DROS form. The first of these new fields is titled "United States Citizen" and will require either a "Yes" or "No" answer from a drop down menu. If "No" is entered, the dealer will be prompted/required to provide either an "Alien Registration Number" or "I94" number which are the second and third new data fields that will be added to the on-line DROS form.

**Please note that when a purchaser or private party seller indicates that he/she is a non-U.S. citizen, he/she must provide his/her "Country of Citizenship" instead of "Place of Birth." The dealer must enter the "Country of Citizenship" into the "Place of Birth" field on the on-line DROS form.**

The paper DROS Worksheet will also be revised to reflect citizenship information. Dealers are encouraged to visit our website at [www.caag.state.ca.us/firearms](http://www.caag.state.ca.us/firearms) to download a current version of the DROS Worksheet. The revised DROS Worksheet can be found under the "Forms and Publications" portion of the California DOJ Firearms Division website.

Please be advised that beginning September 2, 2003, when dealers begin initiating non-U.S. citizen checks programmatically via the California DES, the FBI NICS Operations Center will no longer accept non-U.S. Citizen background check requests from California firearm dealers.

In addition to the changes discussed above, we are pleased to announce the California DES has been upgraded to include an enhanced e-mail notification message which will prompt dealers of unopened/unread e-mail upon each system log-in. This enhancement is the result of dealer requests for additional notification/re-notification functionality relative to unopened/unread DOJ bulletins and/or DROS delay, denial, and/or rejection notices.

The California DOJ and FBI NICS extends sincere thanks for your patience and cooperation throughout the past several months. The conscientious effort exhibited by California firearm dealers contributes greatly to the safety and security of the entire nation.

If you have any questions regarding this information, please contact the Firearms Division at (916) 227-3703.

Sincerely,

A handwritten signature in black ink, appearing to read "Randy Rossi", with a large, stylized flourish above the name.

RANDY ROSSI, Director  
Firearms Division

For BILL LOCKYER  
Attorney General

# DEALER'S RECORD OF SALE OF FIREARM WORKSHEET

CFD NUMBER: \_\_\_\_\_

DROS NO. ASSIGNED: \_\_\_\_\_

## TRANSACTION INFORMATION

TRANSMISSION DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

FIREARM TYPE: *If long gun transaction, enter the number of firearms:*

HANDGUN  LONG GUN(S) \_\_\_\_\_

TRANSACTION TYPE:  DEALER SALE  PRIVATE PARTY TRANSFER *(cert-list exempt)*  LOAN *(cert-list exempt)*  PAWN/ CONSIGNMENT RETURN *(cert-list exempt)*  CURIO/RELIC/ OLYMPIC/ OTHER EXEMPT/ *(cert-list exempt)*  PEACE OFFICER *(cert-list exempt)*

GUN SHOW TRANSACTION?  YES  NO

TRANSACTION EXEMPT FROM THE 1- HANDGUN-PER-30-DAY LIMIT

## WAITING PERIOD EXEMPTIONS

PURCHASER CLAIMS THE FOLLOWING WAITING PERIOD EXEMPTION PURSUANT TO 12078 PC (if applicable):

PEACE OFFICER STATUS *(Must have agency letter)*  CA FIREARMS DEALER *Enter CFD number:* \_\_\_\_\_  SPECIAL WEAPONS PERMIT *Enter type of permit and number: (Does not include license to carry a concealed handgun)* \_\_\_\_\_  COLLECTOR STATUS *(Valid for Curio/Relics Only) Enter COE Number:* \_\_\_\_\_

## REVOLVER / PISTOL INFORMATION

MAKE (As Stamped on Handgun) (Colt, S&W, etc) \_\_\_\_\_ MODEL (647, Redhawk, etc) \_\_\_\_\_ CALIBER(S) \_\_\_\_\_

SERIAL NUMBER \_\_\_\_\_ OTHER NUMBER (If Different from Serial Number) \_\_\_\_\_ HANDGUN TYPE:  REVOLVER  SEMI-AUTO  DERRINGER  SINGLESHOT  OTHER \_\_\_\_\_

HANDGUN COLOR:  BLUE STEEL  SILVER/NICKEL/ STAINLESS  OTHER \_\_\_\_\_ BARREL LENGTH \_\_\_\_\_ HANDGUN ORIGIN (USA, Italy, etc) \_\_\_\_\_

FRAME ONLY?  YES  NO NEW HANDGUN?  YES  NO COMMENTS \_\_\_\_\_

## PURCHASER INFORMATION

FIRST NAME \_\_\_\_\_ MIDDLE NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ SUFFIX \_\_\_\_\_

ALIAS FIRST NAME \_\_\_\_\_ ALIAS MIDDLE NAME \_\_\_\_\_ ALIAS LAST NAME \_\_\_\_\_ ALIAS SUFFIX \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

*One of the following forms of identification is required to legally purchase firearms in California: California Driver's License (CDL), California ID (CID) card issued by the DMV, or Military ID (MIL) for active duty military accompanied by permanent duty station orders indicating that the purchaser is stationed in California.*

ID TYPE (Circle One)  CDL  CID  MIL ID NUMBER \_\_\_\_\_ ID SOURCE \_\_\_\_\_ US CITIZEN?  YES  NO IF NOT A US CITIZEN, ENTER AR# OR I-94# \_\_\_\_\_

TELEPHONE NUMBER (\_\_\_\_\_) \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_ MO \_\_\_\_\_ DAY \_\_\_\_\_ YR \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_ RACE \_\_\_\_\_

SEX \_\_\_\_\_ EYES \_\_\_\_\_ HAIR \_\_\_\_\_ HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_ HSC NUMBER OR EXEMPTION CODE (Handguns Only) \_\_\_\_\_

YES  NO HAS PURCHASER EVER BEEN CONVICTED OF A FELONY OR OF AN OFFENSE SPECIFIED IN PENAL CODE SECTION 12021.1 OR 12001.6; OR CONVICTED OF ASSAULT, BATTERY, OR OTHER MISDEMEANOR OFFENSE SPECIFIED IN PENAL CODE SECTION 12021(c)(1) IN THE LAST 10 YEARS?

YES  NO IS PURCHASER A MENTAL PATIENT OR ON LEAVE OF ABSENCE FROM A MENTAL HOSPITAL AS DESCRIBED IN WELFARE AND INSTITUTIONS CODE SECTION 8100?

YES  NO HAS PURCHASER EVER BEEN ADJUDICATED BY A COURT TO BE A DANGER TO OTHERS, FOUND NOT GUILTY BY REASON OF INSANITY, FOUND INCOMPETENT TO STAND TRIAL, OR PLACED UNDER A CONSERVATORSHIP, PURSUANT TO WELFARE AND INSTITUTIONS CODE SECTION 8103?

YES  NO IS PURCHASER CURRENTLY THE SUBJECT OF ANY RESTRAINING ORDER PURSUANT TO FAMILY CODE SECTION 6380?

*By signing this document, I hereby certify under the penalty of perjury that the information provided is true and correct* SIGNATURE OF PURCHASER \_\_\_\_\_

## PRIVATE PARTY TRANSFER (SELLER INFORMATION)

FIRST NAME \_\_\_\_\_ MIDDLE NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ SUFFIX \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_ ID TYPE \_\_\_\_\_

ID NUMBER \_\_\_\_\_ ID SOURCE \_\_\_\_\_ TELEPHONE NUMBER (\_\_\_\_\_) \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_ US CITIZEN?  YES  NO IF NOT A US CITIZEN, ENTER AR# OR I-94# \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ MO \_\_\_\_\_ DAY \_\_\_\_\_ YR \_\_\_\_\_ RACE \_\_\_\_\_ SEX \_\_\_\_\_ SIGNATURE OF SELLER \_\_\_\_\_

*By signing this document, I hereby certify under the penalty of perjury that the information provided is true and correct*

## DEALER INFORMATION

FIREARM SAFETY DEVICE DESCRIPTION AND/OR COMMENTS \_\_\_\_\_ DEALER TELEPHONE NUMBER (\_\_\_\_\_) \_\_\_\_\_

PRINTED NAME OF SALESPERSON \_\_\_\_\_ SIGNATURE OF SALESPERSON \_\_\_\_\_

*By signing this document, I hereby certify under the penalty of perjury that the information provided is true and correct*