



Application for Department of Justice Recognition of Entity Giving Comparable Firearms Safety Instruction to Entities Specified in Penal Code Section 12804(j)

See attached instructions.

Training Entity Name: _____

Owner/Manager/Officer: _____

Training Entity Address: _____

Training Entity Telephone Number: _____ Fax Number: _____

Firearms Safety Instructor Course Title: _____

Instructor's Name: _____ DOJ Certified Instructor #: _____

Instructor's Signature

Date

Additional proposed instructors may be listed on the back.

Do you want your firearms safety training course and telephone number included on DOJ's web site listing of entities found comparable to the firearms safety training entities listed by 12804(j) PC?

YES

NO

If you have a web site Uniform Resource Locator (URL) address you wish to have listed also, please provide below:

Over **L**

Additional Instructor(s):

Instructor's Name: _____ DOJ Certified Instructor #: _____

Instructor's Signature Date

Instructor's Name: _____ DOJ Certified Instructor #: _____

Instructor's Signature Date

Instructor's Name: _____ DOJ Certified Instructor #: _____

Instructor's Signature Date

Instructor's Name: _____ DOJ Certified Instructor #: _____

Instructor's Signature Date

This application **must** be accompanied by: 1) a resume/statement for each proposed instructor indicating a minimum of 100 hours verifiable experience teaching/training firearms safety (contact information for experience verification must be included); 2) a course outline, syllabus, or text; and 3) a sample copy of your course's Certificate of Completion. See attached instructions for more detail. **Applications lacking any of these items will be returned unprocessed.**

The maximum time for processing a completed application is 90 days. If the Department fails to meet the time period for the processing of a certificate, the applicant, within 30 days of the final decision granting or denying the application, may apply in writing for a full reimbursement of any fees. The Department shall respond within 14 working days of receipt of a request for reimbursement; and if the reimbursement is denied by the Department, the applicant may directly appeal the denial in writing, to the Attorney General.

I declare under penalty of perjury (Sections 126 and 672 PC) that all statements made by me on this application are true and complete. I understand the Department of Justice has no responsibility for insurance coverage for myself, my instructor(s), my students, my classes, or my course(s) on handgun training, use, and safety. I understand all publicly disclosable information submitted by me for recognition as an entity providing comparable firearms safety training to those entities listed by Penal Code section 12804(j) is a matter of public record. I understand that I must renew my application for recognition as a comparable training entity in five years. I understand DOJ's recognition can be revoked for cause.

Owner/Manager/Officer's Signature Date

Instructions for Completing Application for Department of Justice Recognition of Comparable Entity in Firearms Safety Instruction

Instructor Qualifications

A DOJ Certified Instructor Card number must be provided on the application for each proposed instructor. For each proposed instructor, the application must be accompanied by a resume/statement indicating a minimum of 100 hours verifiable experience teaching/training firearms safety. The resume/statement must include contact information for experience verification.

Course Outline, Syllabus, or Text

The application must be accompanied by a course outline, syllabus, or text which, at a minimum, must include the following:

1. Instruction on Safe Handling Demonstration Steps for the following conventional handgun types:
 - Semiautomatic pistol,
 - Double action revolver
 - Single action revolver
2. Instruction on Safe Handling Demonstration Steps for the following handguns with alternative designs:
 - Semiautomatic pistol with a non-locking slide
 - Semiautomatic pistol with a fixed magazine
 - Semiautomatic pistol with a magazine-operated toggle lock
 - Semiautomatic pistol with a top-feeding magazine
 - Semiautomatic pistol with a tip-up barrel
 - Break-top revolver
 - Single shot pistol
 - Derringer
3. Instruction on how to render a handgun safe in the event of a jam (malfunction).
4. Requirement for all students to successfully perform the Safe Handling Demonstration with the three conventional handgun types (Semiautomatic, Double Action Revolver, Single Action Revolver). The handguns used for the demonstration must be provided by the DOJ Recognized Safety Instructor.

Note: Minimum course content required by DOJ (**1- 4 above**) must be presented by a DOJ Recognized Safety Instructor only. Any additional instruction that exceeds or is unrelated to the DOJ required content need not be presented by the DOJ Recognized Safety Instructor.

Certificate of Completion

Upon successful completion of the training course, DOJ Recognized Safety Instructors shall issue a Certificate of Completion to each student. The Certificate must include the name of the training course, students name, signature of DOJ Recognized Safety Instructor, and date.

The application must be accompanied by a sample of the proposed entity's Certificate of Completion.

The Application for Department of Justice Recognition of Entity Giving Comparable Firearms Safety Instruction to Entities Specified in Penal Code Section 12804(j) must be typewritten or printed in ink. Incomplete forms will not be processed. There is no application fee. Mail the completed application and documentation to:

*Department of Justice
Firearms Division - HSC Analyst
P.O. Box 820200
Sacramento, CA 94203-0200*