

For CCW renewals the following must be done.

- Fill out the California Department of Justice BOF 4012 form. It is titled “Standard Initial and Renewal Application For License to Carry a Concealed Weapon”.
- At the top right corner of the form, check the box for “Renewal”. The form is available on the police department’s website.
- The applicant needs to attend the four hour CCW renewal course conducted by a certified CCW instructor listed on the Merced Police Department authorized instructor list. The list is available on the city website as well.
- Send in or drop off your updated proof of attendance of the four hour certification class at the police department along with a check or money order made out to the California Department of Justice for \$52.00.
- The Police Department will then generate a new license for you and schedule an appointment for you to come in and sign the license as well as updating your photo.
- The police department charges a \$25.00 fee for the renewal license, which is separate from the fees to DOJ. This can be paid in cash, check, credit or debit card.

Email documents to Lieutenant Joseph Perez perezj@cityofmerced.org

You can also email LT Struble with any questions or to schedule an appointment.