



CALIFORNIA DEPARTMENT OF JUSTICE  
BUREAU OF FIREARMS  
FIREARMS RECORD REVIEW  
REQUEST FOR LIVE SCAN SERVICE



*Please Type or Print*

ORI: AB165 Type of Application: Firearms Record Review

Reason for Application: Firearms Eligibility Denial

Agency Address:

California Department of Justice  
Record Review Unit

07041

Name

Mail Code (five digit code assigned by DOJ)

P.O. Box 903417

Record Review Unit

Address

Contact Name

Sacramento, CA 94203-4170

(916) 227-3835

City State Zip Code

Contact Telephone No.

Name of Applicant: \_\_\_\_\_  
Last First M

Alias: \_\_\_\_\_  
Last First M

Date of Birth: \_\_\_\_\_ Sex:  Male  Female Billing No: Applicant to pay fees

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Home Address: \_\_\_\_\_ California Driver's License No: \_\_\_\_\_

Street or P.O. Box \_\_\_\_\_ Social Security Number: \_\_\_\_\_

City State Zip Code \_\_\_\_\_ Daytime Telephone Number: \_\_\_\_\_

Level of Service:  DOJ only If Resubmission, list Original ATI No: \_\_\_\_\_

Live Scan Transaction Completed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Name of Operator

Transmitting Agency: \_\_\_\_\_ Amount Collected: \_\_\_\_\_

ATI Number: \_\_\_\_\_ Terminal ID: \_\_\_\_\_

**ORIGINAL - Live Scan Operator      SECOND COPY - Applicant**

## Instructions for Completing

### FIREARMS RECORD REVIEW REQUEST FOR LIVE SCAN SERVICE

California Penal Code sections 11120 through 11127, and 12077.5 afford you an opportunity to obtain a copy of your record, if any, contained in the files of the California Department of Justice and refute any erroneous or inaccurate information contain therein.

Beginning with live scan transactions submitted after April 6, 2006, the Department of Justice (DOJ) will only mail responses to you.

**You may use the information you receive to answer questions regarding past criminal history, firearms eligibility, or to complete an application or questionnaire. However, no person or agency may require you to obtain a copy of your record or to furnish the information for any purpose, including immigration, visa, employment, licensing, or certification. (See California Penal Code Sections 11125 and 12077.5(g).)**

#### GUIDELINES FOR COMPLETING THE "REQUEST FOR LIVESCAN SERVICE" FOR (BCII/BOF 8016 FRR)

CATEGORY	INSTRUCTIONS	COMMENTS
Type of Application:	Verify "Firearms Record Review" appears.	<b>This is a mandatory field and must be completed.</b>
Reason for Application:	Write a brief explanation of why you need this information.	Example reason, "Firearms Eligibility Denial".
Name of Applicant & Personal Descriptors:	Enter your full name, any known alias, date of birth, sex, height, weight, eye & hair color, place of birth, social security number and California driver's license number.	<b>Name, date of birth, and sex are mandatory fields and must be provided.</b> All others are optional.
Applicant Address:	Enter your home address.	<b>This is a mandatory field and must be completed.</b>
Daytime Telephone Number:	Enter the telephone number, including area code, where you can be reached between 8 a.m. and 5 p.m.	A telephone number is useful in helping to resolve problems which could result in a delay in processing your request.

#### AFTER COMPLETING THE "REQUEST FOR LIVE SCAN SERVICE" FORM

\* Check your local telephone directory or contact your local Police Department or Sheriff's Office for businesses or local law enforcement agencies that offer "Live Scan" fingerprinting services, the fee charged by the business/agency for the Live Scan service, and the types of payment accepted. You can also view a current listing of Live Scan sites offering electronic fingerprinting services on the Attorney General's website at: <http://ag.ca.gov/fingerprints/publications/contact.htm>.

\* Go to the Live Scan business/agency of your choice and have your fingerprints taken. Your total cost will be \$25 plus the fingerprint rolling fee charged for taking your fingerprints. Please ensure that any private fingerprinting service you select is certified by the California Department of Justice.

\* If you have questions about completing the "Request for Live Scan Service" form (BCII/BOF 8016 FRR), contact the Record Review Unit at (916) 227-3835.

\* For inquiries regarding the status of your criminal history record review, please contact the Record Review Unit at (916) 227-3849.

\* For inquiries regarding the status of your firearm record review (e.g., restraining order, mental health record, etc.), please contact the Firearms Record Review Unit at (916) 227-1375.