



RIVERSIDE POLICE DEPARTMENT FIREARM DEALER LICENSE (FDL) INFORMATION SHEET



GENERAL INFORMATION

The City of Riverside Municipal Code 5.95 has the following Firearm Dealer License requirements.

A. Every firearm dealer shall first obtain a license in accordance with section 26705 of the California Penal Code, as described in this chapter, and pay an annual license fee in the amount set forth in Title 3, Chapter 3.30, Section 030/3126 of the Riverside Municipal Code.

B. Any person desiring to obtain a Firearm Dealer License shall first file with the Police Department an application in writing upon a form as prescribed by the Chief of Police and accompanied by a non-refundable application fee in such amounts established by resolution of the City Council.

The following steps must be completed in order to obtain a Firearm Dealer License within the city of Riverside:

1. Review Riverside Municipal Code Chapter 5.95.
2. Application: Completed in full (Including Property Owner Consent/Notary).
3. Pre-Application form (Zoning Approval).
4. Federal Firearms License (Copy of current FFL).
5. Certificate of Eligibility (Copy of current certificate).
6. Riverside Business Tax License (Copy of current license).
7. California State Board of Equalization Seller's Permit.
8. Valid Photo Identification (Color copy).
9. Copy of Insurance Policy (Minimum liability shall be no less than \$1,000,000.00).
10. Copy of Lease / Proof of Ownership (Rental Agreement / Mortgage, etc.)

Submit items 3-10 along with completed application. Application processing may take up to 90 days. Once application has been approved, the Firearm Dealer License will be issued.

FEES: (Credit / Debit card or Cash / Check / Money Order Payable to City of Riverside)

- \$583 Firearm Dealer License Fee (New business)
- \$108 Firearm Dealer License Renewal Fee

THIS PERMIT MUST BE RENEWED EVERY YEAR

THERE IS NO GRACE PERIOD FOR RENEWALS. RENEWAL APPLICATIONS MUST BE RECEIVED BEFORE THE EXPIRATION OF YOUR LICENSE OR YOU WILL HAVE TO RE-APPLY AND PAY ANY APPLICABLE FEES. ALL FEES ARE NON-REFUNDABLE.

Complete applications will be accepted **by appointment only (walk-ins will not be seen)**. To schedule an appointment contact the Special Investigations Division- Vice Unit at (951) 353-7614. Appointments will be seen at the Riverside Police Department - Magnolia Station, located at 10540 Magnolia Avenue, Riverside, CA 92505.

For further questions contact the Special Investigations Division - Vice Unit at (951) 353-7614 or e-mail RPDVice@RiversideCa.gov