



**CALIFORNIA DEPARTMENT OF JUSTICE  
BUREAU OF FIREARMS  
Revised Event and Security Plan**

(See instructions on page 3 before completing)

**Gun Show Producer Information**  
*Information should match the information provided in the BOF 104*

Gun Show Producer Business Name:	Gun Show Producer First and Last Name:	Certificate of Eligibility Number:	Expiration Date:
Contact Person Name and Title for Gun Show or Event:		Office Phone:	Cellular Phone:
Email Address:			

**Original Gun Show or Event Information (information provided in the BOF 104)**

Gun Show or Event Name:	Date of Gun Show or Event:	Time of Gun Show or Event:
Gun Show or Event Facility Name:	Gun Show or Event Facility Address, City, State, and Zip Code:	
Will Firearm/Ammunition Sales Occur at the Gun Show/Event?: <input type="checkbox"/> Yes <input type="checkbox"/> No	Facility Contact Person (Name and Title):	Contact Phone Number:

**Revised Gun Show or Event Information**

Gun Show or Event Name:	Date of Gun Show or Event:	Time of Gun Show or Event:
Gun Show or Event Facility Name:	Gun Show or Event Facility Address, City, State, and Zip Code:	
Will Firearm/Ammunition Sales Occur at the Gun Show/Event?: <input type="checkbox"/> Yes <input type="checkbox"/> No	Facility Contact Person (Name and Title):	Contact Phone Number:

**Original Security Information (information provided in the BOF 104)**

Estimated number of attendees at the gun show or event.	Number of non-sworn security personnel employed by the producer or the facility's manager who will be present when the gun show or event is open to the public.
Estimated number of vendors offering firearms or ammunition for sale or display.	Number of sworn peace officers employed by the producer or the facility's manager who will be present when the gun show or event is open to the public.
Number of entrances and exits at the gun show or event site.	Will firearms inventory be kept overnight at the gun show or event? If yes, number of non-sworn security personnel employed by the producer or facility's manager who will be present when the gun show is closed to the public. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Number of Non-Sworn Security Personnel: _____



# CALIFORNIA DEPARTMENT OF JUSTICE BUREAU OF FIREARMS Revised Event and Security Plan

(See instructions on page 3 before completing)

## Revised Security Information

Estimated number of attendees at the gun show or event. _____	Number of non-sworn security personnel employed by the producer or the facility's manager who will be present when the gun show or event is open to the public. _____
Estimated number of vendors offering firearms or ammunition for sale or display. _____	Number of sworn peace officers employed by the producer or the facility's manager who will be present when the gun show or event is open to the public. _____
Number of entrances and exits at the gun show or event site. _____	Will firearms inventory be kept overnight at the gun show or event? If yes, number of non-sworn security personnel employed by the producer or facility's manager who will be present when the gun show is closed to the public.  <input type="checkbox"/> Yes <input type="checkbox"/> No

Number of Non-Sworn Security Personnel: \_\_\_\_\_

## Certification Signatures

I declare under penalty of perjury under the laws of the State of California the foregoing is true and correct.

_____ Signature	_____ Title	_____ Date
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## FACILITY MANAGER APPROVAL

I declare under penalty of perjury under the laws of the State of California that I am the manager of the above-named facility, and I have consulted with the law enforcement agency with jurisdiction over the facility regarding this Revised Event and Security Plan. I certify that, following my consultation with law enforcement, I have approved this Revised Event and Security Plan.

_____ Signature	_____ Title	_____ Date
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**CALIFORNIA DEPARTMENT OF JUSTICE  
BUREAU OF FIREARMS  
Revised Event and Security Plan**  
INSTRUCTIONS FOR REVISED EVENT AND SECURITY PLAN

Under Penal Code section 27210, subdivision (a), a licensed gun show producer and the facility's manager of a gun show or event "shall prepare an annual event and security plan and schedule that shall include, at minimum." the information listed in subdivision (a). An annual event and security plan (the BOF 104 form) must be submitted by January 31 of each calendar year.

No later than "15 days before commencement of the gun show or event," the licensed gun show producer must submit a revised event and security plan if "significant changes have been made since the annual plan was submitted." (Pen. Code, § 27210, subd. (c).) A change in location, date, or time would be considered a significant change. "A gun show or event shall not commence unless" this requirement is met. (Pen. Code, § 27210, subd. (e).)

Licensed gun show producers can comply with this requirement using the BOF 104A form (Revised Event and Security Plan). The BOF 104A must be submitted to the Department of Justice, the facility's manager, and the law enforcement agency with jurisdiction over the facility site. (Pen. Code, § 27210, subd. (c).) If the BOF 104 submitted on January 31 does not include the facility manager's signature, then the signature must be provided on a BOF 104A no later than 15 days before commencement of the gun show or event.

Only the licensed gun show producer and the facility's manager may complete and sign the BOF 104A. Please use additional sheets of paper as necessary to complete the form.

Please email or fax this form to the Department of Justice:

Department of Justice  
Bureau of Firearms - Gun Shows  
Fax: (916) 731-3727  
Email: [GunShows@doj.ca.gov](mailto:GunShows@doj.ca.gov)



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## Privacy Notice

As Required by Civil Code § 1798.17

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**Collection and Use of Personal Information:** The Division of Law Enforcement in the Department of Justice collects the information on this form as authorized by Penal Code section 27210. The Division of Law Enforcement uses this information to verify compliance with the requirements for a gun show or event pursuant to Penal Code section 27210, as well as Penal Code sections 27200 through 27350. In addition, any personal information collected by state agencies is subject to the limitations in the Information Practices Act and state policy. The Department of Justice's general privacy policy is available at <https://oag.ca.gov/privacy-policy>.

**Providing Personal Information:** All the personal information requested in the form must be provided. If you fail to provide any of the required personal information, the unprocessed form will be returned to you for completion and resubmission.

**Access to Your Information:** You may review the records maintained by the Division of Law Enforcement in the Department of Justice that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

**Possible Disclosure of Personal Information:** In order to verify compliance with the requirements for a gun show or event pursuant to Penal Code sections 27200 through 27350, we may need to share the information you give us with entities as authorized in Penal Code section 11105. The information you provide may also be disclosed in the following circumstances:

- With other persons or agencies when necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations or for licensing, certification, or regulatory purposes.
- To another government agency as required by state or federal law.

**Contact Information:** For questions about this notice or access to your records, you may contact the Staff Services Analyst in the Customer Support Center at (916) 210-2300, via email at [firearms.bureau@doj.ca.gov](mailto:firearms.bureau@doj.ca.gov), or by mail at P.O. Box 160367, Sacramento, CA 95816-0367.