SUPERIOR COURT OF CALIFORNIA
COUNTY OF SAN MATEO

HOW TO TURN-IN FIREARMS AND AMMUNITION

You must relinquish (turn-in or sell) firearms and ammunition **within 24 hours** from the hearing date – please read the following information carefully. If you choose to sell your firearm(s) and ammunition, the buyer must be a **federally licensed** gun dealer.

If you choose to turn in your firearm(s) and ammunition, follow the instructions below:

1. If possible, **call** your local police department **before** going to their physical location. Tell them you have a restraining order and need to turn in firearm(s) and/or ammunition. A list of phone numbers and addresses for each city is on the back of this page.
2. Follow any instructions provided by the agency regarding location and timing. Do **not** bring any weapons into the police department - allow an officer to come out to your vehicle after you notify them why you are there.
3. The agency will probably need a description of you and your car, your ID, and your court order.

**** You must also file proof of compliance with the Court within 48 hours.** You may use form DV-800 for this purpose or the documents provided by the law enforcement agency.

How to File Form DV-800
You can file DV-800 electronically (instructions available at www.sanmato.courts.ca.gov),**or** in-person by submitting a hard copy to the San Mateo County Superior Court clerk's office.

To file using the drop box:

1. Make two copies of the completed form.
2. Retain one of the copies for your records.
3. Place the original, one copy, and a self-addressed stamped envelope in a larger envelop or large clip.
4. Place the items in the drop-box outside the clerk's office on the first floor at:
   400 County Center
   Redwood City, CA 94063
5. The clerk will mail you a file stamped copy of your document.
6. You must retain your unstamped copy until you receive the stamped copy.
7. You must then keep the stamped copy as your proof of relinquishment.

To file with a clerk:

1. Make a copy of the completed form.
2. Bring the original and the copy to the Clerk's office on the first floor at:
   400 County Center
   Redwood City, CA 94063.
3. For Domestic Violence cases, go to the Family Law counter.
4. Advise the clerk that you would like to file a form in a Restraining Order.
5. The clerk will return a file stamped copy to you.
6. You must keep the stamped copy as your proof of relinquishment.

Do not call 911. Use the non-emergency numbers below.

San Mateo Sheriff's Office (650) 363-4911
537 Kelly Ave, Half Moon Bay, CA 94019
581 Magnolia Ave, Millbrae, CA 94030
Atherton Police Department (650) 688-6500
80 Fair Oaks Ln, Atherton, CA 94027
Belmont Police Department (650) 595-7400
1 Twin Pines Ln #160, Belmont, CA 94002
Brisbane Police Department (415) 467-1212
50 Park Place Brisbane, CA 94005
Broadmoor Police Department (650) 755-3840
388 88th St, Daly City, CA 94015
Burlingame Police Department (650) 777-4100
1111 Trousdale Dr, Burlingame, CA 94010
Colma Police Department (650) 997-8321
1199 El Camino Real, Colma, CA 94014
Daly City Police Department (650) 991-8119
333 90th St, Daly City, CA 94015
East Palo Alto Police Department (650) 853-3160
141 Demeter St, East Palo Alto, CA 94303
Foster City Police Department (650) 286-3300
1030 East Hillsdale Blvd, Foster City, CA 94404
Hillsborough Police Department (650) 375-7470
1600 Floribunda Ave, Hillsborough, CA 94010
Menlo Park Police Department (650) 330-6300
701 Laurel St, Menlo Park, 94025
Pacifica Police Department (650) 738-7314
2075 Coast Hwy, Pacifica, CA 94044
Redwood City Police Department (650) 780-7118
1301 Maple St, Redwood City, CA 94063
San Bruno Police Department (650) 616-7100
1177 Huntington Ave, San Bruno, CA 94066
San Mateo Police Department (650) 522-7700
200 Franklin Pkwy, San Mateo, CA 94403
S. San Francisco Police Department (650) 877-8900
1 Chestnut Ave, South San Francisco, CA 94080

Follow these safety instructions as well as any additional instructions from the agency.

- Your firearm(s) must be **unloaded**.
- Place your firearm(s) in your **locked trunk**. If you do not have a trunk, lock your firearm in a container and place it in the back of your vehicle, out of reach.
- Do **not** put the gun in your glove compartment. (CA Penal Code 12023.1(a))
- Drive directly to the agency, do not drive to other locations.
- Park as instructed.
- Notify the agency upon arrival. Firearm(s) must remain **locked and secured** as previously mentioned until relinquished to law enforcement.

Firearms include:
- Handguns and pistols
- Rifles and shotguns
- Black powder firearms and muzzle-loading firearms
- Assault weapons
- Any weapon that sends a projectile through a barrel and the weapon's frame or receiver

****You need to act promptly – you have 24 hours to relinquish your firearms, and 48 hours file proof of compliance with the Court.** This deadline applies during weekends and holidays. Law enforcement agencies are available at all times.