

DEPARTMENT OF JUSTICE  
Bureau of Alcohol, Tobacco, Firearms and Explosives  
Information Collection Request, 1140-0040  
Supporting Statement  
APPLICATION FOR AN AMENDED FEDERAL FIREARMS LICENSE  
ATF F 5300.38

Justification

1. Section 922 of Chapter 44 of Title 18, United States Code, specifies a number of unlawful activities involving firearms in interstate and foreign commerce. Many of these unlawful activities cease to be unlawful when persons are licensed under the provisions of section 923. Examples of unlawful activities legitimized by licensing are engaging in the business selling firearms and shipping, receiving, and transporting firearms in interstate and foreign commerce. This collection of information is necessary to ensure that the person who wishes to be licensed under a new address meets the requirements of the section for the license. Approval to change the licensed address is contingent upon receipt of this form by the ATF National Licensing Center.

On September 13, 1994, Public Law Number 103-322 was enacted, amending the Gun Control Act of 1968 (GCA), 18 U.S.C. Chapter 44. Subtitle C of Title XI cited as Licensure provides, in part, for compliance with State and local law as a condition to licensing. The Act requires that each person applying for a Federal Firearms License change of address must certify that 1) the business to be conducted under the new address is not prohibited by State or local law in the place where the licensed premise is located; 2) within 30 days after the application is approved the business will comply with the requirement of State and local law applicable to the conduct of business; 3) the business will not be conducted under the license until the requirements of State and local law applicable to the business have been met; and 4) that the applicant has sent or delivered a form to be prescribed by the Attorney General, to the Chief, Law Enforcement Officer of the locality in which the premises are located, which indicated that the applicant intends to apply for a Federal Firearms License. ATF F 5300.38 is the application method used by the licensee to change the business address of a license and certify compliance with the provisions of the law for the new address.

2. A detailed analysis of the responses to the application is made by ATF personnel to make sure that: 1) the licensee (or licensees) seeking approval to change the address of the Federal Firearms business has premises from which operations will be conducted and hours of operation allowing for contact for compliance inspections and the tracing of firearms suspected by law enforcement authorities of being used in criminal activities; and 2) the licensee has not willfully failed to

disclose any material information or has not made any false statements as to any material fact.

3. ATF F 5300.38 is available on the ATF website and is a fillable form. This form requires an original signature from the respondent. Currently, this form cannot be submitted electronically. The form is mailed or faxed to the ATF Federal Firearms Licensing Center.
4. ATF uses a uniform subject classification system to identify duplication and to ensure that any similar information already available cannot be used or modified for use for the purpose of this information collection.
5. This collection of information does not impact small businesses or other small entities.
6. Respondents complete this information in conjunction with making application to change the address and certify that the proposed new premises will be in compliance with State and local law. Less frequent collection of this information would pose a threat to public safety.
7. There are no special circumstances associated with this collection.
8. The ATF industry liaison was consulted during the creation of this form. A 60 and 30-day notice was published in the Federal Register in order to solicit comments from the public. No comments were received.
9. No decision of payment or gift is associated with this collection.
10. The forms are kept in secured location at the ATF Federal Firearms Licensing Center. ATF staff that process the forms have special security clearances. Confidentiality is not assured.
11. The collection of information does not provide questions of a sensitive nature.
12. The estimated number of respondents is 18,000. The frequency of response is one per respondent per year. The estimated time to complete the form is 1 hour and 15 minutes. The total annual hours associated with this collection is 22,500.
13. There is no annualized capital/startup cost associated with this collection. It is estimated that half of the respondents submit the form to the National Licensing Center by mail. Therefore, the annual cost is \$3,780.00 (9,000 x .42).
14. Estimates of annual cost to the Federal Government are as follows:

Printing	\$2,300
Distribution	700

Clerical cost	500
Postal cost	<u>1,750</u>
Total	5,250

15. There are no program changes or adjustment associated with this collection.  
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  16. The results of this information collection will not be published.
  17. ATF does not request approval to not display the expiration date of OMB approval for this collection.
  18. There are no exceptions to the certification statement.
- B. This collection does not employ statistical methods.