



U.S. Department of Justice

Bureau of Alcohol, Tobacco,  
Firearms and Explosives

*Firearms & Explosives Services Division*

October 18, 2011

244 Needy Rd  
Martinsburg, WV 25405  
www.atf.gov

**IMPORTANT NOTICE TO ALL LICENSED FIREARMS MANUFACTURERS -  
ATF HAS NOT RECEIVED YOUR CALENDAR YEAR 2010 AFMER REPORT**

**YOU MUST FILE YOUR ANNUAL MANUFACTURING AND EXPORTATION  
REPORT BY November 18, 2011**

This notice constitutes a second letter request under the provisions of 18 U.S.C. §923(g)(5)(A) for record information required to be kept under the provisions of Title 18 U.S.C., Chapter 44. All holders of either a Type 07 license (manufacturer of firearms) or a Type 10 license (manufacturer of destructive devices) are hereby required to submit an ATF Form 5300.11, "Annual Firearms Manufacturing and Exportation Report."

A copy of the form is enclosed for your convenience. **If you have not manufactured any items for calendar year 2010, you are still required to file the Form 5300.11.** If your license has expired or you discontinued business during calendar year 2010, please fill-out and send in the report as a final reporting form (Section 7b of the form). An electronically fillable version of the form, which you can print out after completion, is available on our website at: <http://www.atf.gov/forms/download/atf-f-5300-11.pdf>

If mailing your report, please mail to:  
Tom DiDomenico  
ATF  
Firearms and Explosives Services Division  
244 Needy Road  
Martinsburg, WV 25405

If submitting via facsimile,  
please fax to:  
(304) 616-4591

**You also have the option to submit your report to ATF via e-mail.** To use this option, you need to convert your signed and dated report into a PDF file and send the PDF file as an e-mail attachment to the following mailbox: [AFMER2@atf.gov](mailto:AFMER2@atf.gov). All filers using the e-mail submission method will receive a receipt confirmation reply from ATF via e-mail as evidence of your compliance with this filing requirement. As of the date of this letter, your 2010 report has not been received by ATF. We strongly encourage e-mail or facsimile submission to ensure your required report is received by November 18, 2011. You must respond to this request by the filing deadline noted above. Failure to file could be viewed as a willful violation of the Gun Control Act and result in adverse action being taken against your license.

If you have any questions, please contact Tom DiDomenico at 304-616-4590.

Scott Mendoza  
Chief, Firearms and Explosives Services Division

Enclosures