Bureau of Alcohol, Tobacco, Firearms and Explosives

Application for Federal Firearms License

		Part A				
1. Applic	ant's Business/Activity is: Individual Owner (Sole Pr		orporation		2	
	lector (which can be an individual/partnership/corporation					
2. Licens	ee Name (Enter name of Owner/Sole Proprietor <u>OR</u> Partner	rship (include name of each partner) <u>OR</u> C	orporatic	on Name <u>OR</u> LLO	C Name)	
3. Trade	or Business Name(s), if any	4. Employer Identification Number (EIN), if any (see definition #17) 5.		f <u>County</u> in which s/Activity is Loc		
	ss/Activity Address (RFD or Street Number, City, State, P Code) (NOTE: This address CANNOT be a P.O. Box.)	7. Mailing Address <i>(if different from add</i>	dress in it	em #6)		
8. Contac	et Numbers (Include Area Code)					
Busine	ess/Activity Phone	Fax Number				
	10ne					
	be the specific activity applicant is engaged in or intends to does not require a Federal Firearms License).	engage in, which requires a Federal Firear	ms Licen	se (sale of amm	inition	
	ation is made for a license under 18 U.S.C. Chapter 44 as a: (Place tion #8. Submit the fee noted next to the box(es) with the application.					
Туре		tion of License Type			Fee	
01	Dealer in Firearms Other than Destructive Devices (Includ National Firearms Act (NFA) weapons) (see instruction #1	0)			\$200	
02	Pawnbroker in Firearms Other than Destructive Devices (In and National Firearms Act (NFA) weapons) (see instruction	ncludes: rifles, shotguns, pistols, revolvers n #10)	s, gunsmit	th activities,	\$200	
03	Collector of Curios and Relics (NOTE: This is not a licens	se to conduct business, see instruction #8)			\$30	
06	Manufacturer of Ammunition for Firearms Other Than Ammunition		unition (se	e instruction #11)	\$30	
07	Manufacturer of Firearms Other than Destructive Devices				\$150	
08	Importer of Firearms Other than Destructive Devices or Ar Ammunition Other than Armor Piercing Ammunition (NO			,	\$150	
09	Dealer in Destructive Devices (see instruction #10)				\$3000	
10	Manufacturer of Destructive Devices, Ammunition for Destru	active Devices, or Armor Piercing Ammunitic	on (see ins	truction #11)	\$3000	
11	Importer of Destructive Devices, Ammunition for Destruction	ctive Devices, or Armor Piercing Ammuni	tion (see	instruction #9)	\$3000	
11. Meth	od of Payment (Check one)			Total Fees	\$	
	(Enclosed) Cashier's Check or Money Order (Enclosed) Visa Mastercard American E	Express	Discover	Diner's Club	
Credit/Debit Card Number (No dashes)Name as Printed on Your Credit/Debit CardExpiration Date (MM/YY)						
Credit/De	hit Card Address:					
Billing Ac		ZIP C	Code:			
Please co	mplete to ensure payment is credited to the correct appl	ication:				
I am paying the application fee for the following Person, Corporation, or Partnership: Total Application Fees: \$ \$						
your appli	e ATF to charge my Credit/Debit Card the above amount. Y ication and a charge from "ATF Licensing Fee" will be refle amount will be credited to the credit/debit card noted above	cted on your credit/debit card statement. In				

12. Hours of Oper	ation and/or Avail	ability of Business	s/Activity	(please p	provide at led	st one hour	in which you	<i>i can be contacted</i>	by ATF personnel)
	Sun	Mon	Τι	ues	Wed		Thu	Fri	Sat
Hour(s): Please indicate AM or PM									
IF YOU ARE ONI	APPLYING FO	DR A TYPE 03 (CO FOR ALL OT						P ITEMS 13-17 AN	ID GO TO ITEM 18.
13. Was the busin	ess obtained from				icate type of				
please provide	e the name of the p	previous business a			Residential:	•	Zoned Co	mmercial:	
FFL Number)		Yes	No		gle Family D	velling	Store	Front	
					ndominium/A	-			
Name	of Previous Busin	ess			el/Motel	partment		c Gun Club	
					lic Housing				truction #13-additional
					6			ution required)	
Federal Fi	rearms License N	umber					Other	(specify)	
15. Applicant's bus	siness premises is:								
Owned Premises	Rented/Le	eased Premises- pro	ovide nam	ne, teleph	one number,	and address	of the prop	<u>erty owner</u> :	
Military		Name						Street Address	
Installation	n	Tunio						Street / Idal ebs	
	Tele	ephone Number (wi	ith area c	ode)			City,	State, and ZIP Coo	le
16. Do you intend	to sell firearms at	t Gun Shows and/o	or conduct	t Internet	sales?	Yes	No		
17. Do you intend	to use your licens	se ONLY to acquir	e firearms	s to enhai	nce your pers	onal collecti	ion?	Yes 🗌 No	
10 N 6 61 6			DI	10	A 11 C.C.				
18. Name of Chief		hom a copy of this	Please		Address of C. Code)	LEO (Inciua	e Number, S	treet, City, County,	State, and ZIP
		struction #4 and de	efinition #		couc)				
* *	*							count	Σ:
ATTENTION CL	61 F 6		71. i.e. fra mar an				1 f	E densi Einen Lie	
no action on your par Firearms Licensing C	t. However, should y	you have information	that may o	disqualify	the person from	n obtaining a I	Federal Firear	ns License, please co	
20. Applicant Cer	rtification (Please	e read <u>AND</u> INITL	AL each	box)					
a. The busin	ess/activity to be c	conducted under the	Federal F	irearms L	License is not	prohibited by	V State or loca	al law at the premise	es shown
				- · · ·	-				nitting application)
		plication is approv		usiness/a	ctivity will co	mply with t	he requirem	ents of State and lo	cal law
		of the business/activ be conducted under		se until t	he requireme	nts of State :	and local lav	v applicable to the l	husiness/activity
have been	-	e conducted under	the neen	se until t	ne requireme		and food far	appricable to the	susmoss, activity
		pplication has been					w Enforceme	ent Officer (CLEO)	of the locality in
	*	n item 6 is located $(d)(1)(C)$. Least				· · · · · · · · · · · · · · · · · · ·	a will be ave	ilable of environments	in which freemen
		23 (d)(1)(G), I cert Firearms License t							
		<u>ONLY</u> , write "N/A"						applying joi a type	os, conceror oj
f. Part B of	this application h	as been completed	and will	be submi	itted for EAC	<u>H</u> responsib	le person (R	P) (See definition #	<i>‡3)</i>
$\frac{1}{21.}$ Certification:	Under the penalti	ies imposed by 18	U.S.C. 92	24. I decla	are that I hav	e examined t	this applicat	ion in its entirety a	nd the documents
		d to the best of my							
									te U.S. Department
		mine and obtain co							
		plice and criminal r							formation/records,
inculcar inform	mation/records, pe		ceords.		cation must be	signed by a ro	esponsiole i ei		and acjunion H5).
Print Applican	t Name (First, Mid	ldle, Last)			Applicant	Signature			Date
Check Application			pproved	Ab	andoned [] Withdrawi	n 🗆 Den	ied Reason for De	enial:
- and a spectrum	~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~		11-0704						
Signature of Licens	ang Official:				D	ate:		ATF Form	n 7(5310.12)/7CR(5310.16)
				ATE Co	nv - Page 2			Revised (

ATF Form 7(5310.12)/7CR(5310.16) Revised ()

1.	EACH RESPONSIBLE PERSON MUST COMPLETE AND SIGN A SEPARATE QUESTIONNAIRE/ATF Form 7/7CR Part B. In the future,
	if you need to add an additional Responsible Person to your FFL, the Responsible Person being added may complete this Part B-Responsible
	Person Questionnaire (see instruction #7).

- 2. Issuance of your license or addition as a Responsible Person will be delayed if Part B is incomplete or otherwise improperly prepared.
- 3. IMPORTANT! All new responsible persons must submit a properly prepared FD-258 (*Fingerprint Card*) with this questionnaire. The fingerprints must be clear for accurate classification and taken by someone properly equipped to take them. The FD-258 should include "WVATF1100 ATF-FFLC, MARTINSBURG, WV" in the ORI block to facilitate processing of fingerprints.
- 4. List any given, married, and maiden names in Item 4, e.g., "Mary Alice (Smith) Jones," not "Mrs. John Jones." (If additional space is needed, attach a separate sheet. See instruction #1)

1. License or Applicant Name (From block 2 of Part A) 2. Federal Firearms License Number (If being added to an exit							n existing	g FFL)
3. Name of Responsible Perso	n (Last, First, Middle)	4. Aliases (In	clude given, marr	ied, maiden names	s) 5. Position/Title	e		
6. Social Security Number	7. Date of Birth (MM/L	DD/YYYY) 8. Pla	ace of Birth (City	& State OR foreig	n country)			
9. Current Residence Address	1			10. Telephone 11. E-mail Ado	Number (Personal dress	Contact # wit	'h Area C	Code)
12. Previous Address(es) - Ple address you have had in th dates which you lived at th additional space is needed sheet. See instruction #1)	he last five years and he address(es) <i>(If</i>	American I		hes (lbs) No ore boxes) Native	 16. Eye Color Black Blue Brown Gray Green Hazel Maroon Multiple Pink Other 	17. Hair (Bald Black Blond Brow Gray Red Sand Whit	k d 7n y e	
For the followi	ng questions give full d			"Yes" answers (se				No
20. Have you ever held a Fede	eral Firearms License? (A	If so, please inclu	ude FFL#)			_		
21. Have you ever been a Res	sponsible Person on a Fe	deral Firearms Li	icense? (If so, plea	ase include FFL#)				
22. Have you ever been an office	er in a corporation holding a	Federal Firearms L	icense? (If so, please	e include FFL#)				
23. Have you ever been an en	nployee of a Federal Fire	earms Licensee?						
24. Have you ever been denie	ed a Federal Firearms Lic	ense?						
 25. Have you ever had a Fede 26. Are you under indictment more than one year, or are Military Justice and whose 27. Have you ever been convi have imprisoned you for r 	or information in any co you a current member of e charge(s) have been re icted in any court, include	ourt for a felony, of the military wh ferred to a genera- ling a military co	o has been charge al court-martial? (urt, for a felony, o	ed with violation(s See definition #10) r any other crime,) of the Uniform Coo for which the judge	de of could		
28. Are you a fugitive from ju		-						
29. Are you under 21 years of	f age?							
30. Are you an unlawful user Warning: The use or pos or decriminalized for me	ssession of marijuana re	mains unlawful	under Federal la	w regardless of wl	•			
31. Have you ever been adjud (See definitions #12 and #	±13)			itted to a mental in	nstitution?			
32. Have you been discharged								
33. Are you subject to a court such partner? <i>(See definitii</i>	on #5)	-	-		-	child of		
34. Have you ever been convi	cted in any court of a mi	sdemeanor crime	e of domestic viol	ence? (See definition	on #7)		12)/7CD/52	

35. Country of Citizenship: (Check/List more than one, if applicable. Nationals of the United States may check U.S.A.)	
United States of America Other Country/Countries (specify):	
	Yes
36. Have you ever renounced your United States citizenship?	
37. Are you an alien illegally or unlawfully in the United States?	

38. a. Are you an alien who has been admitted to the United States under a nonimmigrant visa? (See definition #8)

- b. If you are such an alien, do you fall within any of the exceptions stated in definition #9? Attach supporting documentation to the application. (U.S. citizens/nationals leave 38b blanck)
- 39. If you are an alien, record your U.S.-Issued Alien or Admission number (AR#, USCIS#, or 194#):

40. Under the penalties imposed by 18 U.S.C. § 924 and 1001, I declare that I have examined any related documents submitted in regard to this questionnaire/ATF Form 7/7CR Part B, and to the best of my knowledge and belief, they are true, correct and complete. This signature, when presented by a duly authorized representative of the U.S. Department of Justice, will constitute consent and authority for the appropriate U.S. Department of Justice representative to examine and obtain copies and abstracts of records and to receive statements and information regarding my background. Specifically, I hereby authorize the release of the following data or records to ATF: Military information/records, medical information/records, police and criminal records.

Signature

Printed Name

Date

No

EACH RESPONSIBLE PERSON MUST COMPLETE AND SIGN A SEPARATE QUESTIONNAIRE/ATF FORM 7/7CR PART B

Attach a 2" X 2" Photograph Here

If you are applying for a Type 03 ONLY a photograph is not required

- 1. Photo must have been taken within the last six months.
- 2. Photo must have been taken in full face view without a hat or head covering that obscures the hair or hairline.
- 3. On back of photograph print full name, last 4 of SSN, and business address.

If applying for a NEW FFL:

Mail application, fingerprint cards, photographs, and application fees, including a separate questionnaire/Part B for <u>EACH</u> Responsible Person, to:

Federal Firearms Licensing Center P.O. Box 6200-20 Portland, OR 97228-6200

If only adding a RP to an existing FFL:

Each Reponsible Person being added must complete a separate questionnaire/ATF Form 7/7CR Part B and mail it, along with their fingerprint card and photograph, to: ATF, Attn: FFLC, 244 Needy Rd, Martinsburg, WV 25405

Type 03 Applicants:

A photograph and fingerprint card are not required if you are applying for a Type 03 Collector of Curios and Relics license only.

Questions:

If you have any questions relating to this form, please contact the ATF Federal Firearms Licensing Center at 1-866-662-2750, or your local ATF Industry Operations Office.

Print Full Name

Paperwork Reduction Act Notice

This request is in accordance with the Paperwork Reduction Act of 1995. The information collection is used to determine the eligibility of the applicant to engage in certain operations, to determine the location and extent of operations, and to determine whether the operations will be in conformity with Federal laws and regulations. The information requested is required in order to obtain or retain a benefit and is mandatory by statute (*18 U.S.C. § 923*).

The estimated average burden associated with this collection of information is 60 minutes per respondent or recordkeeper, depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to Reports Management Officer, Resource Management Staff, Bureau of Alcohol, Tobacco, Firearms and Explosives, Washington, DC 20226.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Issuance of your license will be delayed if the fee is not included or incorrect, or if the application is incomplete or otherwise improperly prepared.

Instructions

- 1. Completion of Application TYPE or PRINT with ball-point pen. Any attached sheets should:
 - a. be identified at the top of each page with your name and Employer Identification Number or Social Security Number.
 - b. refer to the item/question(s) being answered.
- 2. Person Who Signs the Application The certification in Part A, item #21 must be signed by a Responsible Person (see definition #3).
- 3. Release of Information This application package requires you to authorize the release of certain information to ATF such as medical information/ records (see Part A, item #21). This information is used to determine, for example, whether the applicant has ever been adjudicated as a mental defective or committed to any mental institution. This information is protected by the Privacy Act of 1974.
- 4. Chief Law Enforcement Officer (*CLEO*) Applicants must submit a copy of the completed application to the Chief Law Enforcement Officer (*CLEO*) of the locality in which the premises sought to be licensed is located (*see definition #1*). Part A, item #20d requires certification that a completed copy of the application has been sent.
- 5. Payment You may pay the application fee by credit/debit card, check, or money order, payable to ATF (see instruction #14 on the following page for the address to send payment and completed application package). Do not send cash. Postdated checks are not acceptable. Licenses are issued for a period of three years. No refund of any part of a license fee shall be made where the operations of the license are, for any reason, discontinued during the period.
- 6. Fingerprint Cards & Photographs The following items must accompany this application. Failure to submit these items will delay processing and may result in denial of the application. NOTE: <u>A fingerprint card and photograph are NOT required if applying for a Type 03 license only</u>.
 - a. ATF Form 7/7CR Part B, Responsible Person Questionnaire, must be completed and submitted for <u>ALL</u> responsible persons (see definition #3).
 - A properly prepared fingerprint card (form FD-258) must be submitted for <u>ALL</u> responsible persons, unless they have peviously submitted one as an RP for another FFL. The fingerprints must be clear for accurate classification and taken by someone properly equipped to take them. To facilitate processing of fingerprints, the FD-258 should list "WVATF1100 ATF-FFLC, MARTINSBURG, WV" in the ORI block.
 - c. A 2 inch by 2 inch photograph of <u>EACH</u> responsible person. The photograph should be attached to the back of their ATF Form 7/7CRPart B, Responsible Person Questionnaire. Please ensure that each photograph is clearly identified on the reverse with the full name of the responsible person to whom the photograph applies.
- 7. Adding Additional Responsible Persons You can use Part B of this application to add a Responsible Person(s) to an existing FFL. If you are only submitting Part B for this purpose, send Part B, along with the Responsible Person's fingerprint card and photograph, to ATF-FFLC, 244 Needy Road, Martinsburg, WV 25405. Only send to this address if you are just adding a Responsible Person(s) to an existing license. Sending an application to obtain a new FFL to this address will result in delays in the processing of your application.

8. License Types -

A Type 03 license issued under 18 U.S.C. Chapter 44:

- a. Is NOT a license to carry, use, or possess a firearm.
- b. Confers NO right or privilege to conduct an activity contrary to State or other law.
- c. Will entitle you to acquire firearms, classified as curios or relics, in interstate or foreign commerce. You may dispose of curios and relics to any person, not otherwise prohibited by the Gun Control Act of 1968, residing within your State, and to any other Federal firearms licensee in any State. It must be emphasized that the collector's license being applied for pertains exclusively to firearms classified as curios and relics, and its purpose is to facilitate a <u>personal</u> collection. You may <u>NOT engage in the business</u> of buying and selling any type of firearm with a type 03 license. Applicants intending to engage in the firearms business should apply for a license other than a Type 03, Collector of Curios and Relics, license.

Type 01, 02, 06, 07, 08, 09, 10, and 11 licenses issued under 18 U.S.C. Chapter 44:

- a. Are **NOT** licenses to carry, use, or possess a firearm.
- b. Confer **NO** right or privilege to conduct business or activity contrary to State or other law. State laws or local laws or ordinances may have requirements affecting your proposed firearms business. Contact your State and local authorities for specific information on their requirements.
- c. Are business licenses, and will NOT be issued to an applicant solely intending to enhance a personal firearms collection.
- d. Are **NOT** licenses to sell ammunition only.

NOTE: <u>Multiple Licenses</u> - You can apply for more than one license if the business is to be conducted at the same location, by checking more than one type of license in Part A, item #10. If business is to be conducted at multiple locations, **a separate application and license fee is required for each business location.**

9. **Imports -** Applicants intending to import firearms and/or ammunition may need to register with ATF under the provisions of the Arms Export Control Act. Contact the Firearms and Explosives Imports Branch at (304) 616-4550 for further information on registration.

- 10. National Firearms Act (NFA)/Special Occupational Tax (SOT) Applicants intending to deal in, import, or manufacture weapons subject to the NFA (*e.g., machine guns, short-barreled shotguns, silencers, destructive devices, etc.*) are required to pay a SOT (*see definition #18*). Contact the NFA Branch at (304) 616-4500.
- 11. **Manufacturing** Generally, persons holding a manufacturer's license (FFL Type 06, 07 or 10) must register as a manufacturer with the Department of State unless exempted by the Directorate of Defense Trade Control (DDTC), regardless of whether the manufacturer actually exports any of the items manufactured. Therefore, applicants intending to manufacture and/or export defense articles, as defined on the United States Munitions List (Part 121 of the ITAR), may need to register with Directorate of Defense Trade Controls (DDTC). Questions should be directed to the DDTC at 202-663-2980 or www.pmddtc.state.gov.
- 12. Denial of Application If you do not qualify for a license, you will be advised in writing of the reasons for denial and your application fee will be refunded.
- 13. Military Installation If "Military Installation" was selected in Part A, item #14 as the type of business premises, you must attach a copy of written authorization from the Base Commander to conduct a firearms business on the military installation.
- 14. Where to Send Application MAKE A COPY OF YOUR COMPLETED APPLICATION FOR YOUR RECORDS, THEN FORWARD THE APPLICATION WITH FEE, ONE ATF FORM 7/7CR PART B, RESPONSIBLE PERSON QUESTIONNAIRE, FOR EACH RESPONSIBLE PERSON (WITH PROPERLY IDENTIFIED PHOTO ATTACHED), AND FINGERPRINT CARD(S) TO:

Federal Firearms Licensing Center P.O. Box 6200-20 Portland, OR 97228-6200

15. Contact Us - If you have any questions relating to this application, please contact the ATF Federal Firearms Licensing Center, 244 Needy Road, Martinsburg, WV 25405, Toll free 1-866-662-2750, or your local ATF Industry Operations Office. Contact information for your local office can be found at <u>WWW.ATF.GOV</u>.

Definitions

- 1. Chief Law Enforcement Officer The Chief of Police, Sheriff, or an equivalent designee of such individual, of the locality in which the premises sought to be licensed, is located.
- 2. Licensed Collector A collector of curios and relics <u>only</u> and licensed under the provisions of 18 U.S.C. 923. You may <u>not</u> use the license to obtain firearms that are not classified as curios and relics. Collectors are <u>not</u> licensed to conduct <u>any</u> business.
- 3. **Responsible Person** In addition to a Sole Proprietor, a Responsible Person is, in the case of a Corporation, Partnership, or Association, any individual possessing, directly or indirectly, the power to direct or cause the direction of the management, policies, and practices of the Corporation, Partnership, or Association, insofar as they pertain to firearms.
- 4. Secure Gun Storage or Safety Device (A) a device that, when installed on a firearm, is designed to prevent the firearm from being operated without first deactivating the device; (B) a device incorporated into the design of the firearm that is designed to prevent the operation of the firearm by anyone not having access to the device; or (C) a safe, gun safe, gun case, lock box, or other device that is designed to be or can be used to store a firearm and that is designed to be unlocked only by means of a key, a combination, or other similar means.
- 5. Restraining Order Under 18 U.S.C. § 922(g)(8), firearms may not be possessed or received by persons subject to a court order that: (A) was issued after a hearing of which the person received actual notice and had an opportunity to participate in; (B) restrains such person from harassing, stalking, or threatening an intimate partner or child of such intimate partner or person, or engaging in other conduct that would place an intimate partner in reasonable fear of bodily injury to the partner or child; and (C)(i) includes a finding that such person represents a credible threat to the physical safety of such intimate partner or child, or (ii) by its terms explicitly prohibits the use, attempted use, or threatened use of physical force against such intimate partner or child that would reasonably be expected to cause bodily injury.
- 6. Intimate Partner With respect to a person, the spouse of the person, a former spouse of the person, an individual who is a parent of a child of the person, or an individual who cohabitates or has cohabitated with the person.
- 7. Misdemeanor Crime of Domestic Violence A Federal, including a general court-martial, State, local, or tribal offense that is a misdemeanor under Federal, State, or tribal law and has, as an element, the use or attempted use of physical force, or the threatened use of a deadly weapon, committed by a current or former spouse, parent, or guardian of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with, or has cohabitated with the victim as a spouse, parent, or guardian, or by a person similarly situated to a spouse, parent, or guardian of the victim. The term includes all misdemeanors that have as an element the use or attempted use of physical force or the threatened use of a deadly weapon (*e.g., assault and battery*), if the offense is committed by one of the defined parties. (See Exception in the definition of "Prohibited Person"). A person who has been convicted of a misdemeanor crime of domestic violence also is not prohibited unless; (1) the person was represented by a lawyer or gave up the right to a lawyer; or (2) if the person was entitled to a jury, was tried by a jury, or gave up the right to a jury trial. Persons subject to this exception should mark "no" in the applicable box.

- 8. An Alien Admitted to the United States Under a Nonimmigrant Visa Includes, among others, persons visiting the United States temporarily for business or pleasure, persons studying in the United States who maintain a residence abroad, and certain temporary foreign workers. The definition does NOT include permanent resident aliens nor does it apply to nonimmigrant aliens admitted to the United States pursuant to either the Visa Waiver Program or to regulations otherwise exempting them from visa requirements.
- 9. Exceptions to Prohibition on Aliens Admitted Under a Nonimmigrant Visa An alien admitted to the United States under a nonimmigrant visa is not prohibited from purchasing, receiving, or possessing a firearm if the alien: (1) is in possession of a hunting license or permit lawfully issued by the Federal Government, a State, or local government, or an Indian tribe federally recognized by the Bureau of Indian Affairs, which is valid and unexpired; (2) was admitted to the United States for lawful hunting or sporting purposes; (3) has received a waiver from the prohibition from the Attorney General of the United States; (4) is an official representative of a foreign government who is accredited to the United States Government or the Government's mission to an international organization having its headquarters in the United States; (5) is an official representative of a foreign government who is en route to or from another country to which that alien is accredited; (6) is an official of a foreign government or a distinguished foreign visitor who has been so designated by the Department of State; or (7) is a foreign law enforcement officer of a friendly foreign government entering the United States on official law enforcement business.
- 10. Prohibited Person Generally, 18 U.S.C. 922(g) prohibits the shipment, transportation, receipt, or possession in or affecting interstate commerce of a firearm by one who: has been convicted of a felony in any Federal, including a general court-martial, State or local court, or any other crime, punishable by imprisonment for a term exceeding one year; is a fugitive from justice; is an unlawful user of, or addicted to, marijuana or any depressant, stimulant, or narcotic drug, or any other controlled substance; has been adjudicated as a mental defective or has been committed to a mental institution; has been discharged from the Armed Forces under dishonorable conditions; is subject to certain restraining orders; convicted of a misdemeanor crime of domestic violence under Federal, including a general court-martial, State or Tribal law; has renounced his/her U.S. citizenship; is an alien illegally in the United States or an alien admitted to the United States under a nonimmigrant visa. Furthermore, section 922(n) prohibits the shipment, transportation, or receipt in or affecting interstate commerce of a firearm by one who is under indictment or information for a felony in any Federal, including a general court, or any other crime, punishable by imprisonment for a term exceeding one year. An information is a formal accusation of a crime verified by a prosecutor.

A member of the Armed Forces must answer "yes" to question 26 if charged with an offense that is referred to a general court-martial. A current or former member of the Armed Forces must answer "yes" to question 27 if convicted under a general court-martial.

Discharged "under dishonorable conditions" means separation from the Armed Forces resulting from a dishonorable discharge or dismissal adjudged by a general court-martial. That term does not include any other discharge or separation.

EXCEPTION - A person is not prohibited from receiving or possessing a firearm if that person: (1) has been convicted of any Federal or State offense pertaining to antitrust violations, unfair trade practices, restraints of trade, or other similar offenses relating to the regulation of business practices; (2) has been convicted of a State misdemeanor punishable by imprisonment of two years or less; or (3) following conviction of a felony or other crime for which the judge could have imprisoned the person for more than one year, or a misdemeanor crime of domestic violence, has received a pardon, an expungement or set aside of the conviction, or has lost and regained civil rights (the right to vote, sit on a jury, and hold public office) in the jurisdiction in which the conviction occurred, **AND** the law of the convicting jurisdiction does not prohibit the person from receiving or possessing firearms. A person subject to any of these exceptions, or who received relief from disabilities under 18 U.S.C. 925(c), should answer "no" to the applicable question.

- 11. Fugitive From Justice Any person who has fled from any State to avoid prosecution for a felony or a misdemeanor, or any person who leaves the State to avoid giving testimony in any criminal proceeding. The term also includes any person who knows that misdemeanor or felony charges are pending against such person and who leaves the State of prosecution.
- 12. Adjudicated as a Mental Defective A determination by a court, board, commission, or other lawful authority that a person, as a result of marked subnormal intelligence, or mental illness, incompetency, condition, or disease: (1) is a danger to himself or to others; or (2) lacks the mental capacity to contract or manage his own affairs. This term shall include: (1) a finding of insanity by a court in a criminal case; and (2) those persons found incompetent to stand trial or found not guilty by reason of lack of mental responsibility.
- 13. **Committed to a Mental Institution** A formal commitment of a person to a mental institution by a court, board, commission, or other lawful authority. The term includes a commitment to a mental institution involuntarily. The term includes commitment for mental defectiveness or mental illness. It also includes commitments for other reasons, such as for drug use. The term does not include a person in a mental institution for observation or a voluntary admission to a mental institution.

EXCEPTION: Under the NICS Improvement Amendments Act of 2007, a person who has been adjudicated as a mental defective or committed to a mental institution in a State proceeding is not prohibited by the adjudication or commitment if the person has been granted relief by the adjudicating/committing State pursuant to a qualifying mental health relief from disabilities program. Also, a person who has been adjudicated as a mental defective or committed to a mental institution by a department or agency of the Federal Government is not prohibited by the adjudication or commitment if either: (a) the person's adjudication or commitment was set-aside or expunged by the adjudicating/committing agency; (b) the person has been fully released or discharged from all mandatory treatment, supervision, or monitoring by the agency; (c) the person was found by the agency to no longer suffer from the mental health condition that served as the basis of the initial adjudication/commitment; (d) the adjudication or commitment, respectively, is based solely on a medical finding of disability, without an opportunity for a hearing by a court, board, commission, or other lawful authority, and the person has not been adjudicated as a mental defective consistent with section 922(g)(4) of title 18,

United States Code; or (e) the person was granted relief from the adjudicating/committing agency pursuant to a qualified mental health relief from disabilities program. <u>Persons who fall within one of the above exceptions should mark "no" in the applicable box</u>. This exception to an adjudication or commitment by a Federal department or agency does **not** apply to any person who was adjudicated to be not guilty by reason of insanity, or based on a lack of mental responsibility, or found incompetent to stand trial, in any criminal case or under the Uniform Code of Military Justice.

- 14. Gun Control Act (GCA) Title 18, United States Code, Chapter 44. The implementing regulations are found in Title 27, Code of Federal Regulations, Part 478.
- 15. Firearm The term "firearm" means: (A) any weapon *(including a starter gun)* which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.
- 16. Federal Firearms License (FFL) A license issued under the provisions of the GCA to manufacture, import, or deal in firearms.
- Employer Identification Number (EIN) An EIN is also known as a Federal Tax Identification Number, and is used to identify a business entity. Generally, businesses need an EIN. For more information on who needs an EIN and how to apply for one, go to www.IRS.gov or refer to 27 CFR § 179.35.
- Special (Occupational) Tax (SOT) Required by the National Firerms Act to be paid by a Federal firearms licensee engaged in the business of importing, manufacturing, or dealing in NFA firearms. Questions regarding SOT should be directed to the ATF NFA Branch at (304) 616-4500.

Privacy Act Information

The following information is provided pursuant to Section 3 of the Privacy Act of 1974 (5 U.S.C. § 552 a(e)(3)):

- Authority: Solicitation of this information is authorized pursuant to 18 U.S.C. § 923(a) of the Gun Control Act of 1968. Disclosure of this information is mandatory if the applicant wishes to obtain a Federal Firearms License. System of Record Notice (SORN) Justice/ATF-008
 Regulatory Enforcement Record System FR Vol. 68 No. 163558 dated January 24, 2003.
- 2. **Purpose:** To determine the identity and eligibility of the applicant to obtain a Federal Firearms License, the identity and eligibility of all responsible persons, the ownership of the business, the type of firearms or ammunition to be dealt in, the business hours, and the business history.
- 3. **Routine Uses:** The information will be used by ATF to make determinations set forth in paragraph 2. In addition, information may be disclosed to other Federal, State, foreign and local law enforcement and regulatory agency personnel to verify information on the application and to aid in the performance of their duties with respect to the enforcement and regulation of firearms and/or ammunition where such disclosure is not prohibited by law. The information may further be disclosed to the Justice Department if it appears that the furnishing of false information may constitute a violation of Federal law. Finally, the information may be disclosed to members of the public in order to verify the information on the application when such disclosure is not prohibited by law.
- 4. Effects of Not Supplying Information Requested: Failure to supply complete information will delay processing and may result in denial of the application.

Application for Federal Firearms License

Part A	
1. Applicant's Business/Activity is: Individual Owner (Sole Proprietor) Partnership Corporation LLC	
Collector (which can be an individual/partnership/corporation or LLC)	
2. Licensee Name (Enter name of Owner/Sole Proprietor <u>OR</u> Partnership (include name of each partner) <u>OR</u> Corporation Name <u>OR</u> LLC	,
3. Trade or Business Name(s), if any 4. Employer Identification Number (EIN), if any (see definition #17) 5. Name of County in whic Business/Activity is Loc	
6. Business/Activity Address (<i>RFD or Street Number, City, State, and ZIP Code</i>) (<i>NOTE: This address CANNOT be a P.O. Box.</i>) 7. Mailing Address (<i>if different from address in item #6</i>)	
8. Contact Numbers (Include Area Code)	
Business/Activity Phone Fax Number	
Cell Phone Business Email	
 Describe the specific activity applicant is engaged in or intends to engage in, which requires a Federal Firearms License (sale of ammu alone does not require a Federal Firearms License). 	
10. Application is made for a license under 18 U.S.C. Chapter 44 as a: (<i>Place an "X" in the appropriate box(es</i>). Multiple license types may be selected-se instruction #8. Submit the fee noted next to the box(es) with the application. Licenses are issued for a 3-year period. See instruction #5 for payment i	
Type Description of License Type	Fee
01 Dealer in Firearms Other than Destructive Devices (Includes: rifles, shotguns, pistols, revolvers, gunsmith activities, and National Firearms Act (NFA) weapons) (see instruction #10)	\$200
02Pawnbroker in Firearms Other than Destructive Devices (Includes: rifles, shotguns, pistols, revolvers, gunsmith activities, and National Firearms Act (NFA) weapons) (see instruction #10)	\$200
03 <u>Collector</u> of Curios and Relics (<i>NOTE: This is not a license to conduct business, see instruction #8</i>)	\$30
06 Manufacturer of Ammunition for Firearms Other Than Ammunition for Destructive Devices or Armor Piercing Ammunition <i>(see instruction #11)</i>	\$30
07 Manufacturer of Firearms Other than Destructive Devices <i>(see instruction #11)</i>	\$150
08Importer of Firearms Other than Destructive Devices or Ammunition for Firearms Other than Destructive Devices, or Ammunition Other than Armor Piercing Ammunition (NOTE: Importer of handguns and rifles, see instruction #9)	\$150
09 Dealer in Destructive Devices <i>(see instruction #10)</i>	\$3000
10 Manufacturer of Destructive Devices, Ammunition for Destructive Devices, or Armor Piercing Ammunition <i>(see instruction #11)</i>	\$3000
	\$3000
Total Fees	\$

12. Hours of Oper	ation and/or Avail	ability of Business	/Activity	(please	provide at least one	e hour in which	n you can be con	ntacted b	y ATF personnel)
	Sun	Mon	Tu	les	Wed	Thu	Fri		Sat
Hour(s): Please indicate AM or PM									
	X APPLYING FO				 JRIOS AND RELIC 7PES, CONTINUE			3-17 ANI	D GO TO ITEM 18.
13. Was the busin	ess obtained from				icate type of busine				
		previous business a			Residential:		Commercial:		
FFL Number)		Yes	No		gle Family Dwellin		ore Front		
					idominium/Apartm		fice		
Name	of Previous Busine	ess			el/Motel		od & Gun Club		
				Pub	lic Housing	M	ilitary Installation	(see instr	ruction #13-additional
Endowal E	rearms License N						formation required,)	
		umber					ther (specify)		
15. Applicant's bus	-								
Owned Premises	Rented/Le	ased Premises- pro	ovide nam	e, teleph	one number, and a	ddress <u>of the p</u>	<u>roperty owner</u>	.:	
Military		Name			<u> </u>		Street Addı	ress	
Installatio	n								
		phone Number (wi					City, State, and	ZIP Code	9
 16. Do you intend 17. Do you intend 							Yes	No	
				110		~	~ ~	~	
18. Name of Chief		t Officer (CLEO) (I hom a copy of this	Please		Address of CLEO (<i>Code)</i>	Include Numbe	er, Street, City, (County, S	State, and ZIP
		struction #4 and de	efinition #		couc)				
	1				ľ l			county:	•
ATTENTION Chie	f Law Enforcement	Officer (CLEO)• T	his form p	rovides no	tification of a person'	s intent to apply	for a Federal Fire	arms Lice	mse (FFL). It requires
no action on your par Firearms Licensing C	t. However, should y	you have information	that may c	lisqualify	the person from obtai	ning a Federal Fi	rearms License, p	please con	tact the Federal
20. Applicant Ce	rtification (Please	e read <u>AND INITL</u>	<u>AL</u> each l	box)					
	•				license is not prohib	•		*	
					ise contact your loc				
		f the business/activ		lsiness/a	ctivity will comply	with the requi	rements of State	e and loc	al law
				se until t	he requirements of	State and local	l law applicable	to the b	usiness/activity
have bee		1							0.1 1 1.
					<i>elivered)</i> to the Ch 4 and definition #1)		cement Officer ((CLEO) (of the locality in
	-				n storage or safety		available at an	y place i	n which firearms
					not licensees. (See		(If applying for	r a Type	03, Collector of
				-	<i>ing this certificatio</i> itted for <u>EACH</u> res		n (RP) <i>(See defi</i>	inition $\#^2$	3)
$\frac{1}{21.}$ Certification:		-							
					elief, they are true,				
by a duly auth	norized representat	tive of the U.S. De	partment	of Justic	e, will constitute co	onsent and auth	nority for the ap	propriate	e U.S. Department
					of records and to re				
					ease of the followin cation must be signed				
medical mior	ination/records, po				euton must be signed	oy u responsion	see man	uenon n2 (and acjutation (15).
During A 11	4 Norma (P. 1947)				Amelia (C)				Data
	t Name <i>(First, Mia</i>			+ *	Applicant Signat		Denia 1 D	- f D	Date
Check Application	i Status (For AIF	Use Uniy) [] A	pproved	∐ Ab	andoned Wit	hdrawn	Denied Reaso	on for Dei	11a1:
					_				
Signature of Licens	ang Official:				Date:			ATF Form	7(5310.12)/7CR(5310.16)

1.	EACH RESPONSIBLE PERSON MUST COMPLETE AND SIGN A SEPARATE QUESTIONNAIRE/ATF Form 7/7CR Part B. In the future,
	if you need to add an additional Responsible Person to your FFL, the Responsible Person being added may complete this Part B-Responsible
	Person Questionnaire (see instruction #7).

- 2. Issuance of your license or addition as a Responsible Person will be delayed if Part B is incomplete or otherwise improperly prepared.
- 3. IMPORTANT! All new responsible persons must submit a properly prepared FD-258 (*Fingerprint Card*) with this questionnaire. The fingerprints must be clear for accurate classification and taken by someone properly equipped to take them. The FD-258 should include "WVATF1100 ATF-FFLC, MARTINSBURG, WV" in the ORI block to facilitate processing of fingerprints.
- 4. List any given, married, and maiden names in Item 4, e.g., "Mary Alice (Smith) Jones," not "Mrs. John Jones." (If additional space is needed, attach a separate sheet. See instruction #1)

1. License or Applicant Name (2. Federal Firearms License Number (If being added to an existing FFL)								
3. Name of Responsible Person	n (Last, First, Middle)	4. Aliase	es (Include given, m	arried,	maiden names) 5. Position/Tit	tle		
6. Social Security Number	7. Date of Birth (MM/L	D/YYYY) 8	B. Place of Birth (Ci	ity & St	tate OR foreign	e country)			
9. Current Residence Address	1				10. Telephone 11. E-mail Add	Number <i>(Persona</i> lress	l Contact # w	vith Arec	ı Code)
12. Previous Address(es) - Ple address you have had in the dates which you lived at the additional space is needed sheet. See instruction #1)	he last five years and he address(es) (If	Ameri	Binary	a Nativ n	(lbs) o boxes) re	16. Eye Color Black Blue Brown Gray Green Hazel Maroon Multiple Pink Other	17. Hai Bal Bla Bla Bla Gra Gra Sar Sar Vł	d ck nd wn y 1 dy ite	
For the following	ng questions give full d			all "Yes	s" answers (see			Yes	No
$\overline{20. \text{ Have you ever held a Fede}}$	eral Firearms License? (1	f so, please	include FFL#)						
21. Have you ever been a Res	ponsible Person on a Fe	leral Firearr	ms License? (If so, p	please i	nclude FFL#)				
22. Have you ever been an office	er in a corporation holding a	Federal Firea	rms License? (If so, ple	ease incl	lude FFL#)				
23. Have you ever been an em	nployee of a Federal Fire	arms Licens	see?						
24. Have you ever been denie	ed a Federal Firearms Lic	ense?							
 25. Have you ever had a Fede 26. Are you under indictment more than one year, or are Military Justice and whose 27. Have you ever been convi have imprisoned you for reasonable 	or information in any co you a current member of e charge(s) have been re- icted in any court, includ	urt for a felo f the militar ferred to a g ing a militar	ry who has been cha eneral court-martial ry court, for a felony	rged w ? <i>(See d</i> y, or an	ith violation(s) <i>definition #10)</i> y other crime,	of the Uniform C	ode of e could		
28. Are you a fugitive from ju		1)							
29. Are you under 21 years of									
30. Are you an unlawful user Warning: The use or pos or decriminalized for me	session of marijuana re	mains unlav	wful under Federal	law re	gardless of wh	•			
31. Have you ever been adjud (See definitions #12 and #	±13)				d to a mental in	stitution?			
32. Have you been discharged					1 ** *	• •	1.11.1 . 0		
33. Are you subject to a court such partner? <i>(See definition of the subject of t</i>	on #5)					-	or child of		
34. Have you ever been convi	cted in any court of a mi	sdemeanor o	crime of domestic v	iolence	?' (See definitio		ATE Form 7(531	0.12)/7CB	0(5210.16)

35. Country of Citizenship: (Check/List more than one, if applicable. Nationals of the United States may check U.S.A.)						
United States of America Other Country/Countries (specify):						
	Yes	No				
36. Have you ever renounced your United States citizenship?						
37. Are you an alien illegally or unlawfully in the United States?						
38. a. Are you an alien who has been admitted to the United States under a nonimmigrant visa? (See definition #8)						
b. If you are such an alien, do you fall within any of the exceptions stated in definition #9? Attach supporting documentation to the 🗌 N/A application. (U.S. citizens/nationals leave 38b blank)						
39. If you are an alien, record your U.SIssued Alien or Admission number (AR#, USCIS#, or 194#):						
40. Under the penalties imposed by 18 U.S.C. § 924 and 1001, I declare that I have examined any related documents submitted in regard to questionnaire/ATF Form 7/7CR Part B, and to the best of my knowledge and belief, they are true, correct and complete. This signature presented by a duly authorized representative of the U.S. Department of Justice, will constitute consent and authority for the appropriate the properties of the U.S. Department of Justice and State and Stat	e, when	l				

Department of Justice representative to examine and obtain copies and abstracts of records and to receive statements and information regarding my background. Specifically, I hereby authorize the release of the following data or records to ATF: Military information/records, medical information/ records, police and criminal records.

Signature

Printed Name

Date

EACH RESPONSIBLE PERSON MUST COMPLETE AND SIGN A SEPARATE QUESTIONNAIRE/ATF FORM 7/7CR PART B

Attach a 2" X 2" Photograph Here

If you are applying for a Type 03 ONLY a photograph is not required

- 1. Photo must have been taken within the last six months.
- 2. Photo must have been taken in full face view without a hat or head covering that obscures the hair or hairline.
- 3. On back of photograph print full name, last 4 of SSN, and business address.

If applying for a NEW FFL:

Mail application, fingerprint cards, photographs, and application fees, including a separate questionnaire/Part B for <u>EACH</u>Responsible Person, to:

Federal Firearms Licensing Center P.O. Box 6200-20 Portland, OR 97228-6200

If only adding a RP to an existing FFL:

Each Reponsible Person being added must complete a separate questionnaire/ATF Form 7/7CR Part B and mail it, along with their fingerprint card and photograph, to: ATF, Attn: FFLC, 244 Needy Rd, Martinsburg, WV 25405

Type 03 Applicants:

A photograph and fingerprint card are not required if you are applying for a Type 03 Collector of Curios and Relics license only.

Questions:

If you have any questions relating to this form, please contact the ATF Federal Firearms Licensing Center at 1-866-662-2750, or your local ATF Industry Operations Office.

Print Full Name

Paperwork Reduction Act Notice

This request is in accordance with the Paperwork Reduction Act of 1995. The information collection is used to determine the eligibility of the applicant to engage in certain operations, to determine the location and extent of operations, and to determine whether the operations will be in conformity with Federal laws and regulations. The information requested is required in order to obtain or retain a benefit and is mandatory by statute (*18 U.S.C. § 923*).

The estimated average burden associated with this collection of information is 60 minutes per respondent or recordkeeper, depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to Reports Management Officer, Resource Management Staff, Bureau of Alcohol, Tobacco, Firearms and Explosives, Washington, DC 20226.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.