

Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Supporting Statement

OMB 1140-0003

Report of Multiple Sale or Other Disposition of Pistols and Revolvers -
ATF Form 3310.4

A. Justification

1. Title 18, United States Code (U.S.C.) section 923(g)(3) provides that “[e]ach licensee shall prepare a report of multiple sales of other dispositions, whenever the licensee sells or otherwise disposes of, at one time or during any five consecutive business days, two or more pistols, or revolvers, or any combination of pistols or revolvers totaling two or more, to an unlicensed person.” Each licensee must prepare a Report of Multiple Sale or Other Disposition of Pistols and Revolvers – ATF Form 3310.4. The Multiple Sale or Other Disposition Report was originally a regulatory requirement that was incorporated into the Gun Control Act when it was amended in 1986.

ATF requests approval to make the following changes to the Report of Multiple Sale or Other Disposition of Pistols and Revolvers – ATF Form 3310.4, which are intended to improve usability and clarify reporting instructions:

- **Updated the Firearms Description Columns:** These columns were modified to include the following categories: Manufacturer, Importer, Model, Serial Number, Type, Caliber, and Acquisition Date.
2. ATF personnel analyze completed ATF Form 3310.4 to discern patterns in the purchase of firearms that may end up in the interstate trafficking of illegal firearms. The collected information is also used to determine if the buyer (transferee) is involved in any unlawful activity. The report shall be prepared no later than the close of business on the day that the multiple sales or other disposition occurs.
 3. ATF Form 3310.4 is available on the ATF website as a fillable form. Respondents can submit their completed form electronically by email or fax or mail them to the ATF National Tracing Center for processing. Respondents must also provide a copy of their completed form to their local Chief Law Enforcement Official.
 4. ATF uses a subject classification code on all forms to ensure that there is no duplication of information. Similar information is unavailable elsewhere to fulfill this information collection requirement.
 5. This collection of information does not impact small businesses or other entities.

6. Public safety would be threatened without this information collection, which would also limit the capacity of law enforcement to track certain sales or other dispositions of handguns.
7. There are no special circumstances for this collection which conforms to the guidelines of 5 CFR 1320.6
8. No comments were received during the 60-day Federal Register notice period. However, a 30-day notice will be published in the Federal Register to solicit public comments.
9. No payment or gift is associated with this collection.
10. Respondent confidentiality is not assured. The collected information is used, stored, and retrieved in accordance with Justice/ATF-008 Regulatory Enforcement Record System 68 FR 3558, dated January 24, 2003.
11. No questions of a sensitive nature are asked.
12. The estimated number of respondents is 82,011. The frequency of response averages 6.3365 per respondent, although some may complete several reports during a given year, while others may complete none. The estimated total responses are 519,429. It is estimated to take 15 minutes to complete the form. These estimates are based on the average number of records received between 2018 and 2020. Total annual burden hours for this collection are 129,857.
13. It is estimated that 60% of respondents fax their response, 27% email their response, and 13% mail their response. Therefore, the total annual cost burden associated with the submission of the ATF Form 3310.4 is estimated at \$ 8,778, which is equal to 10,661 (13% of respondents)* .8234 (estimated cost for each respondent to mail multiple forms).^{1,2}
14. The estimated annual costs to the Federal Government are calculated as follows:

Printing	\$56,958
Distribution	27,674
Clerical cost	<u>1,800,939</u>
Total	\$1,885,571
15. The increase in total respondents, responses, burden hours, and cost by 4,106, 63,495, 15,873 hours and \$1,073 respectively, is due to the revision of agency estimates, and a general increase in the number of respondents since the last renewal in 2018.

¹ The number of mail-in responses is 67,526 =13% *519,429

² <https://www.usps.com/business/prices.htm>

16. The results of this information collection will not be published.
17. ATF does not request approval to not display the expiration date for OMB approval of the information for this collection.
18. There are no exceptions to the certification statement.

B. Collections of Information Employing Statistical Methods.

1. None