

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

**Supporting Statement**  
**Information Collection Request**  
**OMB 1140-0017**

**Annual Firearms Manufacturing and Exportation Report (AFMER)- ATF Form 5300.11**

**A. Justification:**

1. The Annual Firearms Manufacturing and Exportation Report (AFMER) is used to collect and disseminate data regarding firearms produced and sold or exported by licensed manufactures. The AFMER also provides the public with firearms production data obtained from licensed manufacturers throughout the United States. The collected information can be used for government and scholarly research and by other industries. Under the Gun Control Act (GCA) 18 U.S.C. §923(g)(5)(A), all licensed manufacturers are required to complete and return the Annual Firearms Manufacturing and Exportation Report under 18 U.S.C. Chapter 44, Firearms – ATF Form 5300.11 to ATF, before April 1 of each year. Specifically, 18 U.S.C. § 923(g)(5)(A) mandates that: *“Each licensee shall, when required by letter issued by the Attorney General, and until notified to the contrary in writing by the Attorney General, submit on a form specified by the Attorney General, for periods and at the times specified in such letter, all record information required to be kept by this chapter or such lesser record information as the Attorney General in such letter may specify.”*

ATF requests approval to make the following changes to OMB 1140-0017 (Annual Firearms Manufacturing and Exportation Report (AFMER) ATF Form 5300.11):

- I. Updated formatting to ensure appropriate form length.
- II. **Page 1:** Items #1 and #2, add wording “(As reflected on your FFL)”.
- III. **Page 1:** Item #3, add wording “(Type 07 and Type 10 only)”.
- IV. **Page 1:** Item #7, update existing note to say “Note: Even if you have discontinued business, you are still required to complete this form for any year for which you have maintained your manufacturer’s license for 1 or more days. (See Instruction #4 and Definition #6)”. Add asterisk and note “\*Not selling firearms while maintaining your FFL is NOT considered “discontinued.””
- V. **Page 1:** Item #8, update “See Instruction #6; Definition #5”, underline the word “all”. Make the lines of the fillable boxes bold. Gray out the cell between a and b types of firearms (Pistols and Revolvers) and the totals as shown below. Change text in “description” box to say “Describe misc. firearms (8j) here:”
- VI. **Page 1:** Item #9, underline the word “all”. Make the lines of the fillable boxes bold. Update instruction referenced to be #7. Change text in “description” box to say “Describe misc. firearms (9j) here:”
- VII. **Page 1:** Items 10-14, make the lines of the fillable boxes bold.
- VIII. **Page 2:** Instructions, at the top of the instructions section, add note “Please obtain

your downloadable forms from atf.gov to ensure you are using the most current version. Hardcopy forms can be obtained from the ATF Distribution Center. (Type “ATF Distribution Center” into a search engine or call 240-828-5316 to order).”

- IX. **Page 2:** Instruction 1: Bold the first sentence after “Purpose”. Add “NOTE: A hardcopy of this form is sent to all 07 and 10 manufacturers at the beginning of the next year. If you need a replacement form, are discontinuing business, or need to file an amended form, this form is accessible via atf.gov. Type “AFMER” or “5300.11” in the search box to obtain a downloadable version of this form. You may also complete this form via eForms if you have registered to do so. (See Instruction #10 below)”.
  - X. **Page 2:** Add a NEW Instruction #6. Then re-number the instructions that follow it. “6. When completing Items 8a-8b for Pistols and Revolvers, please do your best to most accurately put items within the calibers provided since we cannot list all existing calibers. Enter a “0” (zero) in all caliber boxes for which NO firearms of that type were sold/distributed into commerce.”
  - XI. **Page 2:** Instruction #8, add wording “an active responsible”.
  - XII. **Page 2:** Help with AFMER, change to “see Instruction #10 above”.
  - XIII. **Page 3:** Definition #5a, add note “(See Instruction #6 for information in completing 8a which requires reporting by caliber categories.)”. Definition #5b, add note “(See Instruction #6 for information in completing 8b which requires reporting by caliber categories.)”.
  - XIV. **Page 3:** Add Definition #6, “6. Out of Business (OOB)/Discontinuance of Business – If your firearms business was permanently discontinued, the Gun Control Act (GCA) and its implementing regulations require that your firearms records be sent within 30 days to the ATF Out-of-Business Records Center, 244 Needy Road, Martinsburg, WV 25405, or to any ATF office in the division in which the business was located. As it pertains to the AFMER report, you must complete a report for each year in which you have maintained your manufacturers license for 1 day or more (see Instruction #4 above).  
PLEASE NOTE: Not selling firearms while maintaining your FFL is not considered “discontinued.”
2. AFMER is compiled from data submitted by licensed manufacturers on ATF Form 5300.11. The collected data is tabulated and then posted on the ATF public website. The AFMER can be downloaded and used in diverse publications and presentations, and market research about US firearm trends.
  3. ATF Form 5300.11 is mailed directly to all type 07 and type 10 licensed manufactures for mandatory completion. ATF Form 5300.11 is also available fully electronic, and can be completed, signed, submitted electronically for processing, via the ATF’s eForms platform.
  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 has no significant impact on small businesses or other entities. All licensed manufacturers, despite size, are required by law to report their information.
6. Firearms research would be negatively impacted without the AFMER. This is because the collected data allows tracking and assessments of the US firearms manufacturing industry. Additionally, 18 U.S.C. § 923(g)(5)(A), authorizes ATF to collect specific firearms information. Absence of this collection would eliminate ATF's ability to enforce this statute.
7. This information collection and record keeping requirement is conducted in a manner consistent with 5 C.F.R. § 1320.6.
8. Both a 60-day and 30-day notice will be published in the Federal Register to solicit public comments.
9. No decision of payment or gift is associated with this collection.
10. In accordance with the System of Records Notice (SORN) Justice/ATF-008 Regulatory Enforcement Record System FR Vol. 68 No. 16 3558, dated January 24, 2003, completed forms for this information collection are kept in a secured location at the ATF Federal Firearms Licensing Center. ATF staff who process these forms have special security clearances. Confidentiality is not assured.
11. No questions of a sensitive nature are associated with this information collection.
12. The number of respondents associated with this collection is estimated at 19,200 per year. Each respondent will complete the form once a year. As such, the total number of responses is 19,200. It takes about 20 minutes to complete the form. Therefore, the total annual burden hours for this IC is 6,400 hours. Hard copy AFMER forms are scanned and stored in ECM (our electronic records management system). The original forms are destroyed once scanned. Electronically submitted AFMER forms are stored in the eForms system.
13. No new cost is associated with this collection. All respondents can electronically submit the AFMER to ATF free of charge, however, it is estimated that half the respondents submit the form to the Federal Firearms Licensing Center by mail. The annual cost has increased due to a change in the postal rate from \$0.55 during the last renewal in 2020, to \$0.63 in 2023. Consequently, the new public cost burden will be reported as \$6,048.00, which is equal to \$0.63 (mailing cost per respondent) \* 19,200 (# of respondents) \* 50% (percentage of responses submitted by mail).

14. Annual cost to the Federal Government is estimated as follows:

Direct Labor	\$ 2,037.80	(GS9-6 hourly rate x 45 hours + GS12-4 hourly rate x 5 hours + GS9-1 hourly rate x 5 hours)
Printing	\$ 887.04	(\$0.0094 per imprint x 57,600 pages {19,200 x 3 imprints} + \$0.009 per sheet of paper x 38,400 {19,200 x 2 pages})
Distribution Center Costs		
	\$ 950.00	(cost to print and mail 2,000 forms, in case they are needed)
Postal	\$ 11,520.00	(\$0.60 metered postage x 19,200 envelopes)
Total	\$ 15,394.84	

15. The adjustments associated with this information collection include an increase in the average total respondents and responses from 13,600 per year to 19,200 per year, since the last renewal in 2020. Therefore, the total annual burden hours has increased by 1,867 hours.

16. The results of this collection will be posted on the ATF public website.

17. ATF requests authorization to exclude the IC expiration date from the printed ATF Form 5300.11. This is due to the fact that printing the expiration date on the form will incur higher printing costs to replace inventories that become obsolete when this IC is issued a new expiration date. All Type 07 and 10 FFLs must utilize this form annually, so ATF must maintain a substantial inventory of this IC instrument. Therefore, omitting the expiration date will ensure that inventories can be quickly replenished, and forms can be made available for public use, as often as needed.

18. There are no exceptions to the certification statement.

## **B. Collections of Information Employing Statistical Methods**

This collection does not involve statistical methods.