

Limited Permittee Transaction Report

Affix ATF Form 5400.30, Intrastate Purchase of Explosives Coupon (IPEC)	For ATF Use Only
	Transaction serial number (optional)

Section A - DISTRIBUTE *(Must be completed by the limited permittee, or their responsible person or authorized employee)*

1. INDIVIDUAL USING THIS COUPON TO ACQUIRE EXPLOSIVE MATERIALS: I declare under the penalties of perjury that I am either the limited permittee identified below, or a responsible person or an employee authorized to acquire explosive materials on the limited permittee’s behalf.

2. What is the intended use of the purchased explosive materials? *(e.g., Well drilling, beaver dam, model rocket, fireworks, drilling rock, blasting, construction, theatrics, etc.)*

3. Under the penalties imposed by 18 U.S.C. 844, I certify that the answers are true, correct, and complete. I also certify that I am familiar with all published federal and state laws, and local ordinances related to explosive materials for the location in which the limited permittee resides and intends to use these explosives.

4. Distributee’s <i>(limited permittee’s)</i> name	5. Print name and title of individual completing form/acquiring explosives on distributee’s behalf	6. Date
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7. Signature of individual completing form/acquiring explosives on distributee’s behalf

Section B - DISTRIBUTION INFORMATION *(Must be completed by the federal license/permittee distributing the explosive materials, or a responsible person or employee authorized to distribute explosive materials on their behalf)*

1. The distributee listed above purchased the following explosive materials with this Intrastate Purchase of Explosive Coupon. *(If additional space is required, use a separate sheet)*

Quantity	Manufacturer’s/importer’s name	Manufacture date and shift <i>(if applicable)</i>	Product name	Size <i>(optional)</i>
a.				
b.				
c.				
d.				
e.				

2. The explosive materials were distributed by the method described below: *(Check one)*

☐ a. **By distributor:** the explosive materials were distributed by the distributor at their premises or delivered to the distributee by a distributor employee *(Complete Secton C)* or

☐ b. **Via carrier:** the explosive materials were distributed via a common/contract carrier to the distributee. *(Complete Section D)*

Section C - INDIVIDUAL ACCEPTING EXPLOSIVE MATERIALS *(Distributor completes section C when verifying the identity of the individual accepting delivery for the limited permittee at the distributor’s premises or when the explosive materials are delivered by a distributor employee)*

1. Name of individual on identification document	2. Type of identification	3. Identification number
4. Issuing authority <i>(state or country)</i>	5. Expiration date <i>(if any)</i>	6. Date

Section D - COMMON/CONTRACT CARRIER *(Distributor completes section D when verifying the individual taking possession of the explosive materials on the common/contract carrier’s behalf for the purpose of transportation to the distributee)*

1. Name of individual on driver’s license	2. Driver’s license number	3. Issuing authority <i>(state or country)</i>
4. Expiration date <i>(if any)</i>	5. Common/contract carrier name	6. Date

Section E - DISTRIBUTOR *(Must be completed by the federal licensee/permittee distributing the explosive materials, or a responsible person or employee authorized to distribute explosive materials on their behalf)*

1. Distributor’s business name and address	2. Distributor’s license/permit number	
3. Individual’s signature	4. Individual’s title	5. Transaction date

Instructions

1. This form must be filled out electronically and digitally signed or it may be typed or handwritten and signed. Signatures must be valid and legible, and the IPEC must be affixed to the form before the distributee may receive the explosive materials.
2. This form must be prepared for each transaction involving distribution of explosive materials to persons who have been issued a Federal explosives limited permit.

Distributee - (Purchaser)

3. Prior to receiving explosive materials, the limited permittee must complete Section A of ATF Form 5400.4 and affix one of their six original Intrastate Purchase of Explosives Coupon(s) (IPEC), ATF Form 5400.30, onto the ATF Form 5400.4. The coupon must bear the name, address, permit number, and the coupon number.
4. A licensee (or a permittee, if disposing of surplus stock) may distribute explosive materials to a limited permittee if the recipient permittee is a resident of the same State in which the distributor's premises are located.
5. Delivery by distributor (at distributor's business premises or by distributor employee): If accepting the explosive materials from distributor at their premises, the distributee may bring the ATF Form 5400.4 with them. If the distributor will deliver the materials, the distributee must mail the ATF Form 5400.4 to the distributor prior to delivery, with Section A completed and the IPEC affixed. In either case, at the time the distributee or their representative accepts the explosive materials, they must verify their identity and authorized status, and provide a valid, current identification document as defined in 27 CFR 555.11.
6. Delivery via common/contract carrier: When a common/contract carrier will transport explosive materials from the distributor to a distributee, the distributee must mail the ATF Form 5400.4 to the distributor prior to delivery, with Section A completed and the IPEC affixed. Once delivery has occurred, the distributee must record the name of the individual who accepted the explosive materials on the distributee's behalf in their acquisition record by close of business the next business day after accepting delivery.
7. When any Intrastate Purchase of Explosives Coupon (IPEC), ATF Form 5400.30, is stolen, lost, or destroyed, the person losing possession will, upon discovery of the theft, loss, or destruction, report the matter to ATF by telephoning 1-888-ATF-BOMB immediately, but in all cases before 24 hours have elapsed since the discovery.

Distributor- (Seller)

8. The distributor (seller) of explosive materials, will, in every instance, require the distributee to complete all items in Section A prior to distributing explosive materials to the distributee.
9. The distributor will complete Section B of ATF Form 5400.4 before delivery, either Section C or D upon verifying the identity of the accepting individual, and Section E once the other sections are completed. The distributor must retain the form as record of disposition for the required record retention period in accordance with 27 CFR 555.121.
10. Delivery by distributor (at distributor's business premises or by distributor employee): The distributor must obtain from the distributee an executed ATF Form 5400.4 and verify the identity of the individual accepting possession of the explosive materials, if it hasn't already been provided. At the time of delivery, the distributor or their delivery employee must check Section B item 2A, examine the accepting individual's identification document, verify the identity and authorization status of the individual accepting the explosive materials, and record the verification information in Section C.
11. Delivery via common/contact carrier: Before delivery at the distributor's premises to the common/contract carrier who will transport explosive materials to the distributee, the distributor must obtain from the distributee an executed ATF Form 5400.4, must check Section B item 2B, verify the identity of the individual accepting possession for the common/contract carrier by examining such individual's valid, unexpired driver's license, and record the verification information in Section D of the ATF Form 5400.4.
12. After completing Sections B and C or D of the Form, the distributor must record their own information and sign the Form in Section E.
13. Identification of an individual accepting possession of explosive materials may be verified by presenting a valid driver's license or State-issued identification card. The identification document should include the person's name, date of birth, signature, photograph, and State of residence. The distributor must also determine that the individual is on the current list of authorized employees previously provided by the limited permittee.

14. The seller should contact the local ATF field office to report suspicious coupons or suspicious attempts to purchase explosives.

Definitions

1. Six separate occasions - 'Refers to a limited permittee receiving explosive materials no more than six times during the 12-month period of their permit, and each receipt must; (1) relate to a single purchase transaction made on one ATF Form 5400.4; (2) be referenced on one commercial invoice or purchase order; and (3) be delivered to the limited permittee in one shipment delivered at the same time.
2. Limited permit - A limited permit authorizes the holder to receive for their own use explosive materials from a licensee/permittee in their same State of residence on no more than six occasions during the 12-month period in which the permit is valid. A limited permit does not authorize receipt or transportation of explosive materials in interstate or foreign commerce.

Privacy Act Statement

This information is provided pursuant to sections 3 and 7(b) of the Privacy Act of 1974 (5.U.S.C. § 552a(e)(3)):

Authority: Solicitation of this information is authorized under 18 U.S.C. §§ 842 and 843, and implemented through 27 CFR §§ 555.34, 555.105(b), 555.125(b), and 555.126(b). The Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) is authorized to collect this information to carry out its regulatory and enforcement responsibilities under Title XI of the Organized Crime Control Act of 1970 (18 U.S.C. chapter 40).

Purpose: The information collected on ATF Form 5400.4, Limited Permittee Transaction Report (LPTR), and included on the ATF Form 5400.30, Intrastate Purchase of Explosives Coupon (IPEC), is used to ensure compliance with federal explosives laws by verifying that explosive materials are distributed only to authorized limited permittees and that such transactions are conducted lawfully. The records support public safety efforts, allow tracing of explosives when necessary for law enforcement investigations, and help prevent unlawful distribution or misuse of explosive materials.

Routine uses: The information collected may be disclosed as permitted by the Privacy Act of 1974 (5 U.S.C. § 552a) and in accordance with System of Records Notice (SORN) JUSTICE/ATF-008, Regulatory Enforcement Record System. It may be shared with federal, state, local, tribal, and foreign law enforcement and regulatory agencies for purposes including criminal investigations, inspections, compliance monitoring, and national security, to the extent such disclosure is authorized by law.

Disclosure: Providing this information is mandatory under 18 U.S.C. §§ 842 and 843, and the implementing regulations at 27 CFR part 555. Limited permittees must complete the required forms and affix valid Intrastate Purchase of Explosives Coupons (IPECs) to the transaction reports in order to lawfully acquire explosive materials. Failure to provide the required information may result in denial of the transaction, revocation of the permit, or civil or criminal penalties under federal law.

Paperwork Reduction Act Notice

This request is in accordance with the Paperwork Reduction Act of 1995. The purpose of this information collection is to verify that all persons who are purchasing explosive materials have the proper federal permit and to ensure that such persons have appropriate facilities for storing the explosive materials. The collected information/forms are subject to inspection by ATF officials. This information request is mandatory by statute. (18 U.S.C. Sections 842 and 843.)

The estimated average burden associated with this collection is 20 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 addressed to Reports Management Officer, Resource Management Staff, Contract and Forms Section, Bureau of Alcohol, Tobacco, Firearms, and Explosives, 99 New York Avenue NE, Washington, DC 20226.

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