



## U.S. Department of Justice

Bureau of Alcohol, Tobacco,  
Firearms and Explosives

Washington, DC

[www.atf.gov](http://www.atf.gov)

**October 2, 2008**

### IMPORTANT NOTICE TO ALL FEDERAL FIREARMS LICENSEES

ATF Form 4473 (Firearms Transaction Record Part I – Over-the-Counter) has been revised. This letter highlights the major changes to the form. You should review the entire revised form including all of the Important Notices, Instructions to Transferee/Buyer, Instructions to Transferor/Seller, and Definitions.

**All Federal firearms licensees (FFLs) may begin to use this form upon receipt or by no later than November 15, 2008. After that date, you may no longer use the previous edition of the Form 4473 as it will be obsolete.**

The significant changes to Form 4473 include the following:

#### GENERAL

- **Color.** Changed the color of the form from white to yellow. This change will ensure FFLs do not use obsolete versions of the form.
- **Form.** The form is composed in a booklet format.
- **Blocked Format.** Streamlined the recordkeeping process to help ensure all required entries are accurately completed.
- **Warning Statement.** Added law cite “18 U.S.C. Section(s) 921 et.seq.” Bolded and put into all capital letters “PLEASE PRINT” and added “handwritten in ink.”
- **Page Numbering.** Each page is now numbered, and if pages are separated must be stapled together. The page also guides the transferee (buyer) and transferor (seller) to continue to the next page where needed.

#### SECTION A

- **Question 2.** U.S. Postal abbreviations are acceptable. Made block for county wider.
- **Question 3.** Changed question to read “U.S. City and State or Foreign Country.”
- **Question 5.** Added “lbs.” to clarify weight is being asked in pounds.
- **Question 9.** Added instructions for the buyer “see instructions for question 9.”
- **Question 10.** Added instructions for the buyer “see instructions for question 10.”

## All Federal firearms licensees

- **Question 11.** Added instructions for buyer to clarify answering this section “Answer questions 11.a. (see exceptions) through 11.l. and 12 (if applicable)” by checking or marking “yes” or “no” in the boxes to the right of the questions.
- **Question 11.a.** Added instructions for the buyer “see instructions for question 11.a. Exception: If you are picking up a repaired firearm(s) for another person, you are not required to answer 11.a. and may proceed to question 11.b.” Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.b.** Added instructions for the buyer “see instructions for 11.b.” Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.c.** Added instructions for the buyer “see instructions for 11.c.” Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.d.** Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.e.** Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.f.** Added instructions for the buyer “see instructions for 11.f.” Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.g.** Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.h.** Added instructions for buyer “see instructions for question 11.h.” Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.i.** Added instructions for buyer “see instructions for question 11.i.” Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.j.** Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.k.** Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 11.l.** Added “see instructions for question 11.l.” Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 12.** Added information “If “yes,” the licensee must complete question 20.d. See instructions for question 12. If question 11.l. is answered with a “no” response, then do NOT respond to question 12 and proceed to question 13.” Added a block for “yes” to be checked or marked and a block for “no” to be checked or marked.
- **Question 13.** Changed question to read “What is your State of residence (if any)? (See instructions for Question 13.)” Blocked questions 13-15 to make the form easier to follow.
- **Question 14.** Added “If you are a citizen of the United States, proceed to question 16.” Blocked questions 13-15 to make the form easier to follow.
- **Question 15.** Blocked questions 13-15 to make the form easier to follow.

## Page 2 of Form

- **Certification Statement for buyer.** Added “complete,” moved “and” to make statement read “I certify that my answers to Section A are true, correct, and complete.” Reworded second sentence to read “I have read and understand the Notices, Instructions, and Definitions on ATF Form 4473.” Added “and may also violate State and/or local law” in the third sentence and the second-to-last sentence. Also added “(See Instructions for Question 16).”
- **Question 18.** Changed “Both” to “Other Firearm (Frame, Receiver, etc. See instructions for Question 18.)” and added “(check or mark all that apply):”
- **Question 19.** Added “Name of Event” and a line for writing. Moved “City, State” to the front of line.
- **Question 20.a.** Added “(e.g. Virginia driver’s license (VA DL)” and “(See Instructions for Question 20.a.)”; also added “Issuing Authority and” before type of identification.
- **Question 20.c.** Added “All Aliens,” removed “only,” and added “(See Instructions for Question 20.c.).”
- **Question 20.d.** Added “Must Provide,” bolded the word “exception,” and added “(See Instructions for Question 20.d.).”
- **Question 21.a.** Date was put into a blocked format and added “Month, Day, Year.”
- **Question 22.** Added “(See Instructions for Question 22).”
- **Section C.** Added “Must be Completed Personally by Transferee (Buyer).”
- **Below Section C and before signature.** Added “(See Instructions for Question 24 and 25).”
- **Above Section C signature line.** Added “and complete” to wording.
- **End of Page 2.** Added page numbering 2 of 6. Each page is now numbered and a statement “DO NOT SEPARATE PAGES” has been added. The page also guides the transferee (buyer) and transferor (seller) to continue to the next page where needed.
- **Question 26.** Added “(If the manufacturer and importer are different, the FFL should include both.).”
- **Question 29.** Added “receiver, frame” and “(See instructions for question 29).”
- **Question 30.a.** Added block “Total Number of Firearms (Please handwrite by printing e.g., one, two, three, etc. Do not use numerals).”
- **Question 30.b.** Added block “Is any part of this transaction a Pawn Redemption?” with a “Yes” or “No” block for marking.
- **Question 30.c.** Added block “For Use by FFL (See Instructions for Question 30.c.).”
- **Question 32.** Added “(Must contain at least first three and last five digits of FFL Number X-XX-XXXXX).”

All Federal firearms licensees

- **Certification Statement for seller.** Added “I certify that my answers in Sections B and D are true, correct, and complete.” Reworded second sentence to read “I have read and understand the Notices, Instructions, and Definitions on ATF Form 4473.”
- **Question 33.** Bolded “please print.”
- **Question 36.** Changed question to read “Date Transferred.”
- **Notices, Instructions, and Definitions.** Combined “Important Notices” “Instructions to Transferee/Buyer,” “Instructions to Transferor/Seller,” and “Definitions” to apply to each question.
- **Purpose of the Form.** (Previously number 2 under “Important Notices”) Added “lawfully,” changed “keep” to “maintain,” and added after long gun “(rifle or shotgun).”

## QUESTIONS

Please contact your local ATF office with any questions you have about the revised Form 4473.

## FORMS

If you need additional forms, please order online for a fast turnaround. Go to <http://www.atf.gov/dcof/index.htm> or contact the ATF Distribution Center at (703) 455-7801.