



Selling a Personal Firearm

In States or localities where the personal sale of a firearm is not regulated, ATF recommends that you check some form of purchaser identification and that you record the information, along with the date, place of sale, and firearm description, in your own records. Also, we encourage you to utilize the services of a federally licensed firearms dealer to facilitate the transaction. For additional information, see [ATF P 5300.21](#), Best Practices: Transfers of Firearms by Private Sellers.

Persons Prohibited from Possessing Firearms

- Persons convicted of a crime punishable by more than one year in prison;
- Fugitives from justice;
- Users of illegal drugs or persons addicted to such;
- Persons adjudicated mentally ill or incompetent and persons committed to a mental institution;
- Persons dishonorably discharged from military;
- Illegal aliens and nonimmigrant aliens (some exceptions);
- Persons who have renounced their U.S. citizenship;
- Persons under a qualifying order of protection; and,
- Persons convicted of a misdemeanor crime of domestic violence.

Purchasing a gun for someone who is prohibited by law from possessing one, or for someone who does not want his or her name associated with the transaction, is a Federal crime punishable by up to 10 years in prison and a fine of up to \$250,000. This crime is called a “straw purchase.”

U.S. Department of Justice
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ATF

Safety and Security for Firearm Owners

Taking Home a Gun? . . .
. . . Take Responsibility.



Unload it, Lock it, Store it.

Firearm Safety

The purpose of firearm safety is to eliminate or minimize the risks of unintentional damage, injury or death caused by improper possession, storage, or handling of a firearm. Firearm owners should handle the firearm safely and protect themselves and the public from the theft, loss or misuse of their firearm. The following suggestions for safety and security are **recommendations only**. However, please be aware that there may be State or local laws pertaining to the possession or storage of a firearm.

Using a Personal Firearms Record and Reporting Firearm Thefts

Upon discovery of any theft or loss of your firearm, you should call your local law enforcement agency to report the theft or loss.

A complete description of each firearm is vitally important to law enforcement in the investigation and recovery of your firearm. Insurance claims and reacquisition of a recovered firearm will also hinge on the ability to correctly identify your firearm. Use the fillable [ATF Publication 3312.8, Personal Firearms Record](#) to record personal firearm information and to accurately report this information to law enforcement in the event of a theft or loss of your firearm.

U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
National Tracing Center

Lost/Stolen Firearms Investigations

Each year, thousands of firearms are reported lost or stolen. The owners' ability to adequately identify these firearms is central to law enforcement's ability to investigate these crimes and losses. Insurance claims and reacquisition of recovered firearms will also hinge on the ability to correctly identify these firearms.

By completing this record and maintaining it in a safe location, separate from your firearms, you will be not only protecting your own property, you will be taking an important first step in the effort to prevent thefts and to keep firearms out of the hands of criminals.

This is a personal record only. The information will not be collected or maintained by ATF or any other Federal Government agency.



Personal Firearms Record

Keep this list separate from your firearms to assist police in the event your firearms are ever lost or stolen.



"A stolen gun threatens everyone."

P 3312.8 (Revised August 2013)

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Firearm Handling and Storage

- Treat every firearm as if it were loaded.
- Always keep the muzzle of the firearm pointed in a safe direction.
- Always keep your finger off the trigger and outside the trigger guard unless you intend to fire the weapon.
- Unload each firearm before storing. Keep ammunition locked in a secure location away from the firearm. If you do store your firearm loaded, use trigger or cable locks or other commercially available locking mechanisms on your firearm and/or keep your firearm locked in a secure location accessible to responsible adults only.
- Keep keys to the gun cabinet or gun locks, as well as the keys to ammunition storage, in separate locations and out of children's reach.

Familiarize yourself with and obey all Federal, State, and local laws regarding the purchase, possession, carrying, use, storage, and disposition/sale of firearms. Visit <https://www.atf.gov/resource-center/publications-library> (Search Title "State Law") for information on State Laws and Published Ordinances.

If Children are in the Home

- Use trigger or cable locks on your firearm and/or keep your firearm locked in a secure location accessible to adults only.
- Teach your children about firearm safety. Talk to your children about the hazards of improper firearm use. Teach them never to touch or play with a firearm and to tell an adult if they find a firearm.
- Check with neighbors, friends, relatives, or adults in any other homes where your children may visit to ensure they follow safe storage practices for any firearm in their home.

Persons at Risk

A firearm should always be stored and handled with care. Firearm safety is especially important in households where persons may be suffering from a mental health condition, which might affect personal judgment or that may place a person at risk for injuries to themselves or others. While having a mental health condition does not in itself indicate that a problem might arise involving a firearm, it is wise to ensure that appropriate measures are in place for the safety of all persons in the home.

The following suggestions are provided to help you assess the possible need for additional firearm security in your home:

- Consult a licensed physician, or mental health expert, if you or a household member are suffering from a mental health condition which could affect personal judgment or which may increase the risk for personal injuries;
- Educate yourself by visiting a mental health website (e.g., the American Psychiatric Association and the American Psychological Association) to review the signs of depression, and similar conditions;
- If at all possible, take steps to deny access to your firearm by people who may be at risk:
 - ✓ Make sure all lock keys are accounted for and move them to a secure location unknown to the person at risk;
 - ✓ Make sure that all ammunition is stored and locked separately from any firearms; and
 - ✓ If you yourself are at risk, consider asking a responsible and knowledgeable person to take temporary control of your keys or firearm.

Educate yourself about domestic violence resources (e.g., the National Domestic Violence Hotline) and how you can help yourself, a friend or family member who is being abused. While all persons suffering from domestic abuse or caring for someone who may be in an abusive situation should seek help, if there is an incident of domestic abuse and a firearm is present in the home, it is especially important to seek help and inform local law enforcement if and when you can do so safely.