



FFL NEWSLETTER

FEDERAL FIREARMS LICENSEE INFORMATION SERVICE

November 2008

In an effort to keep Federal firearms licensees (FFL) abreast of changing firearms laws and regulations, the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) will provide semiannual FFL Newsletters. Previous editions of the FFL Newsletters are available on ATF's Web site (<http://www.atf.gov>).

SALE OF FIREARMS AND AMMUNITION TO ALIENS

ALIENS BUYING AMMUNITION:

A nonimmigrant alien generally may not purchase ammunition from a Federal firearms licensee (FFL) or a nonlicensee to possess in the United States. This prohibition applies unless they establish that they meet one of the exceptions. The exception that would apply to most nonimmigrant aliens would be if they were admitted to the United States for lawful hunting or sporting purposes and/or are in possession of a valid hunting license or permit lawfully issued in the United States.

If the nonimmigrant alien meets one of these exceptions, they would be eligible to purchase ammunition to possess in the United States. However, they may not take the ammunition with them when they leave the United States unless:

1. For ammunition of sporting shotguns, they must have an FFL export the ammunition. The FFL must obtain an export license from the Department of Commerce prior to exportation.
2. For ammunition for firearms other than sporting shotguns, an FFL registered with the Department of State, Office of Defense Trade Controls (ODTC), may export the ammunition. The FFL must obtain an export license from ODTC prior to exportation.

Unlike with the purchase of firearms, there is no residency requirement for purchasing ammunition. Additional information is available in ATF Publication 5300.18, Nonimmigrant Aliens Purchasing Firearms and Ammunition in the United States.

ALIENS BUYING FIREARMS: A FOUR-STEP GUIDE FOLLOW THE FOUR STEPS AND KNOW THE EXCEPTIONS

Federal firearms licensees (FFLs) often have questions when aliens purchase firearms. The Following guidelines are recommended when transferring firearms to foreign nationals. Here is a simple guide for those transactions:

Step One: Identify the person's immigration status.

If the buyer is not a U.S. citizen, ask him/her about his/her immigration status and confirm the response with the written answers he/she provides on the applicable ATF Form 4473. If he/she identifies him/herself as a U.S. citizen, proceed with the applicable and appropriate requirements to complete or not complete the transaction.

Step Two: Identify the alien class: Immigrant Alien, Non-Immigrant Alien (NIA), or Illegal Alien.

Any person who is not a U.S. citizen is defined in one of three alien classes.

- Immigrant Alien

The immigrant alien, also known as a resident alien, is a permanent resident of the United States. This person has received permission to live and work in the United



States permanently. A sale to this person is generally permitted (see Step Four).

TIP: To verify their immigrant status, ask to see their Permanent Resident Card, their legal proof of residency in the United States.

● Non-Immigrant Alien (NIA)

The non-immigrant alien is a person not permanently residing in the United States. He has come to the United States for a specific purpose or business, tourism, or some other special interest, e.g., he may be a foreign student. His stay is for a defined period of time, after which he must return to his home country. Generally, he is prohibited from purchasing a firearm, unless he qualifies for an exception (see Step Three).

TIP: To verify his non-immigrant status, ask to see his travel visa, usually affixed inside his passport, and/or other supporting travel documents.

● Illegal Alien

The illegal alien is a person who has entered the country illegally, and who has not received permission to enter or stay in the United States **or** his/her permission to stay in the country has expired. Such persons cannot purchase firearms or ammunition under any circumstances.

Step Three: Identify the purchasing exception for the non-immigrant alien.

There are five general exceptions that allow or enable an NIA to purchase a firearm. They are as follows:

- Hunting purposes or in possession of a hunting permit;
- Official foreign government representative;
- Official foreign government representative w/ State Dept. designation;
- Official foreign law enforcement official on government business;
- Special waiver from the U.S. Attorney General (see Step Four).

TIP: The hunting permit/license exception is the most common exception used by non-immigrants. Ask the purchaser for his/her State-issued hunting permit and make a copy for your records. [Please note that this is not a requirement.]

Step Four: Review the State residency documents.

Both the immigrant alien and the non-immigrant alien who purchases a firearm under an exception must be a resident of the State in which he/she makes his/her purchase. He/she must have documented evidence that he/she has resided in a State for 90 continuous days immediately prior to the date of the sale.

TIP: Ask to see the purchaser's common documents that will verify 90 continuous days of State residency (i.e. utility bills, tenant's lease, bank statements, etc.), and note the documentation used on ATF Form 4473 or attach copies of such documents to the ATF Form 4473.

****Contact your local ATF field office in the event that you have further questions or encounter situations not covered by these four steps. REMEMBER: As an FFL, you have the right to refuse any sale that you feel is unlawful.**

PROVIDING COPIES OF FEDERAL LICENSEES TO UNLICENSED PERSONS

A person not licensed under the Gun Control Act of 1968 (GCA), and not prohibited from acquiring firearms, may purchase a firearm from an out-of-State source and obtain the firearm, in-state, if an arrangement is made with a Federal firearms licensee in the purchaser's State of residence. A firearm may be transferred to the in-state licensee, who then completes the transfer to the unlicensed person, also completing the ATF Form 4473 and Federal Bureau of Investigation (FBI) national Instant Criminal Background Check System (NICS) requirements.

Section 27 CFR 478.94 requires licensees to verify the identity and licensed status prior to transferring a firearm to a person who states they are licensed to receive it. "Verification shall be established by the

transferee furnishing to the transferor a certified copy of the transferee's license and by such other means as the transferor deems necessary..." This section does not apply to transfers between a licensee and an unlicensed person.

SALES OF FIREARMS TO LICENSED COLLECTORS

Curio and Relic (C&R) firearms are defined as firearms that are of special interest to collectors by reason of some quality other than sporting use or as offensive or defensive weapons. To be recognized as curios or relics, firearms must fall within one of the following categories:

- (a) Firearms that were manufactured at least 50 years prior to the current date, but not including replicas thereof;
- (b) Firearms that are certified by the curator of a municipal, State, or Federal museum that exhibits firearms to be curios or relics of museum interest; and
- (c) Any other firearms that derive a substantial part of their monetary value from the fact that they are novel, rare, bizarre, or because of their association with some historical figure, period, or event.

Any person who desires to obtain a determination whether a particular firearm is a curio or relic shall submit a written request, in duplicate, for determination by the Director. (See 27 CFR 478.26.)

As a reminder, a curios and relic license does not afford any privileges to the licensee with respect to acquiring or disposing firearms, other than curios or relics, in interstate or foreign commerce. A licensed collector has the same status under the Gun Control Act as a nonlicensee, except for transactions in curio

or relic firearms. Therefore, sales of non-curio or non-relic firearms by Federal firearms licensees to C&R license holders are subject to the Brady law, the FBI National Instant Criminal Background Check System (NICS), and completion of ATF Forms 4473. (See 27 CFR 478.93.)

FFL NEWSLETTER ABBREVIATIONS

ATF has received a number of inquiries regarding the use of abbreviations on ATF Form 4473 (Firearms Transaction Record) and in the acquisition and disposition (A&D) book entries. As a general rule, abbreviations should be avoided on Form 4473 or in entries in the A&D book. This is to avoid confusion or prevent providing an incomplete record. However, there are a number of abbreviations that are allowed.

The use of standard postal State abbreviations (i.e. AK, DE, VA, TX, etc.) or an easily and readily recognized abbreviation such as Mass. for Massachusetts is permitted. Additionally, the use of D.L. to denote "driver's license" and O.P. to denote "operator's permit" are also permitted. In general, if an abbreviation is legible and readily understood it would be acceptable. However, if the abbreviation is not understood, you will be told not to utilize it and continued use will result in either the issuance of a report of violation for the appropriate recordkeeping provision or other appropriate action.

As a rule of thumb, if you are unsure as to whether or not an abbreviation is readily understood, the abbreviation should not be used. Please keep in mind the importance of these records to law enforcement and the need to understand the abbreviations if you go out of business. It is important that the entries are written legibly and completely so everyone can understand them. ATF thanks you for your efforts.

TRIBAL IDENTIFICATION DOES NOT MEET BRADY LAW REQUIREMENTS

As you may know, the Brady law, 18 U.S.C. 922(t), requires FFLs to, among other things, verify the identity of the transferee by examining a valid identification document (as defined in section 1028(d) of this title). The definition of "identification document" in section 1028(d) is a document made or issued by or under the authority of the United States, a State, or a political subdivision of a State which, when completed with information concerning a particular individual, is of a type intended or commonly accepted for the purpose of identification of individuals. Identification cards issued by Native American tribes are not documents issued by a Federal, State, or local government agency. Accordingly, it has been ATF's longstanding position that such documents cannot be accepted by FFLs for purposes of complying with the Brady law.

CHANGE IN BUSINESS STRUCTURE THAT REQUIRES A NEW LICENSE

If you expect changes in your business structure, please refer to the ATF Federal Firearms Regulations Reference Guide, ATF Publication 5300.4, subsections pertaining to Change of Control, Continuing Partnerships and Right of Succession by Certain Persons, to determine if filing a new ATF Form 7, Application for Federal Firearms License, is required. Please pay special attention to these legal requirements:

- Change in Trade Name (478.53). Furnish your license to the Federal Firearms Licensing Center (FFLC) within 30 days from the date you begin business under the new trade name.
- Change in Control (478.54). Give written notification to the Chief, FFLC, within 30 days of actual or legal control of the corporation or association holding a license, directly or indirectly, whether by reason of change in stock ownership or control (in the licensed corporation or in any other corporation), by operations of law, or in any other manner. Upon expiration of the license, the corporation or association must file a Form 7 (Firearms) as required by subsection 478.44, Original License.
- Continuing Partnerships (478.55). Under the laws of a particular State, if a partnership is not terminated by death or insolvency of a partner, but continues until the winding up of the partnership affairs is completed, and the surviving partner has the exclusive right to the control and possession of the partnership assets for the purpose of liquidation and settlement, such surviving partner may continue to operate the business under the license of the partnership. If the surviving partner acquires the business on completion of the settlement of the partnership, he shall obtain a license in his own name from the date of acquisition, as provided in subsection 478.44, Original License. This also applies in situations with more than one surviving partner.
- Right of Succession by Certain Persons (478.56).
 - (a) Certain persons other than the licensee may secure the right to carry on the same firearms or ammunition business at the same address shown on, and for the remainder of the term of, a current license. These persons are:
 - (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee; and
 - (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors.
 - (b) In order to secure the right provided by this section, the person or persons continuing the business shall furnish the license for that business for endorsement of such succession to the Chief, National Licensing Center, within 30 days from the date on which the successor begins to carry on the business.

Of special importance is recognizing that licenses are not transferable (478.51); therefore, if you do not provide notice to the FFLC as stipulated by the legal requirements outlined above, you may be out of business as of the legal effective date of change to your business. Licenses are not transferable if there has been a lease, sale, or other transfer of the operations authorized by the license. The business

operations cannot continue under a firearms license past the effective date in your business documents. The successor must obtain the new license prior to commencing firearms transactions.

If you are unsure of whether your business change will result in a discontinued license, please check with the FFLC or local ATF field office to find out if a new firearms application must be submitted to the FFLC to help ensure business continuity. You may reach the FFLC at 1-866-662-2750 or contact your local field office.

TRANSFER OF A NATIONAL FIREARMS ACT FIREARM TO A CORPORATION OR OTHER LEGAL ENTITY

ATF has been increasingly asked questions about the procedures for the transfer of a National Firearms Act (NFA) firearm to a corporation or other legal entity, such as a trust, that is not a Federal firearms licensee (FFL).

When transferring a firearm to a corporation or legal entity you must use an ATF Form 4 Application for Tax Paid Transfer of a Firearm.

The FFL will identify the corporation or other entity on the Form 4 application by the legal name as the transferee. No individual name, such as the name of the president of the corporation, shall be included in identifying the transferee.

The Articles of Incorporation or other documentation establishing the legal entity must be included with the Form 4 application. The documentation must identify a point of contact for the corporation or other entity and must be sufficient for ATF to establish the legitimacy of the existence of the corporation or other entity.

If the firearm being transferred is a machinegun, short-barreled rifle, short-barreled shotgun, or destructive device, an officer or director of the corporation or other entity must complete item 15 on the reverse side of the Form 4.

Items 13, 14, 16, and 17 of the Form 4 do not require completion for a transfer to a corporation or other entity nor is the submission of ATF F 5330.20, Certification of Compliance with 18 U.S.C. 922(g)(5)(B), required.

Procedure after approval

Approved NFA transfers are exempt from the NICS background check. So, when the FFL arranges for the disposition of the NFA firearm to a representative of the corporation or other entity, only the ATF Form 4473, Firearms Transaction Record, must be completed by the representative of the corporation or other entity.

All other recordkeeping requirements of the Gun Control Act must be met.

AVAILABILITY OF ATF PUBLICATION 3312.8 PERSONAL FIREARMS RECORD

The Personal Firearms Record is available at http://www.atf.gov/pub/fir-explo_pub/p33128prsnl_fa_rec.pdf or can be obtained by contacting the ATF Distribution Center at (301) 583-4696. Completing this record and maintaining it in a safe location separate from an individual's firearms, is an important first step in the effort to prevent thefts and to keep firearms out of the hands of criminals.

ACHIEVING COMPLIANCE WITH THE GUN CONTROL ACT

ATF's Mission calls for the reduction of violent crime through the enforcement of the Gun Control Act (GCA). Licensees (FFLs) play an important role through their compliance with the Federal regulations as well as the many voluntary controls they put in place ensuring firearms are not diverted for violent criminal activities.

One of the responsibilities of ATF is to ensure compliance of the Federal regulations by licensees. Violations of the regulations may result in regulatory action taken by ATF. The range of regulatory action includes: report of violations; warning letter; warning conference; license revocation; or referral for criminal action.

FFLs are responsible for maintaining compliance with Federal regulations governing their business operations. Therefore, if violations occur and these violations are deemed serious enough for ATF to ask to meet with the licensee in a conference to ensure future compliance, please make every effort to participate in that conference. Refusing to attend, or failing to attend a scheduled conference without a good explanation may indicate a plain indifference to the Federal firearms laws and regulations. This may necessitate even more serious and less desirable actions on the part of ATF.

ATF has been told that some FFLs are indicating that attendance at these conferences is voluntary. While that may be accurate, failure to attend the conference provides ATF with no indication that you, as a proprietor, have any desire to comply with Federal requirements. ATF has an obligation to properly address through administrative action any firearm business that is not complying with the provisions of the GCA.

CLARIFICATION ON MULTIPLE SALES REPORTS

Title 18 United State Code (U.S.C.) § 923(g)(3)(A), and its implementing regulation in Title 27 Code of Federal Regulations § 478.126a, require that any Federal firearms licensee (FFL) who sells or otherwise disposes of, at one time or during any five (5) consecutive business days, two or more pistols, or revolvers, or any combination of pistols and revolvers totaling two or more, to an unlicensed person, must report the information to the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). This information is reported on ATF Form 3310.4, Report of Multiple Sales or Other Disposition of Pistols or Revolvers, a copy of which is submitted to ATF's National Tracing Center (NTC) Division.

A number of questions have been raised with the NTC regarding what should be reported on an ATF Form 3310.4, Report of Multiple Sales or Other Disposition of Pistols or Revolvers. The following questions and answers are given as a response to these inquiries:

Q. Is an FFL required to report the disposition of multiple pistols and/or revolvers when it is a pawn redemption?

A. No. Pawn redemptions of pistols and/or revolvers by the individual who pawned them need not be reported as a multiple sale. However, if the pistols or revolvers are returned to anyone other than the individual who pawned them, the FFL must submit an ATF Form 3310.4.

Q. How does an FFL amend a Multiple Sales Report after it has been submitted and the same individual returns and buys another pistol or revolver within 5 days?

A. If the FFL sells two pistols on Monday, and submits ATF Form 3310.4, Report of Multiple Sale or Other Disposition of Pistols and Revolvers—and the same individual comes back on Wednesday and buys an additional pistol or revolver—the FFL must submit an additional (new) ATF Form 3310.4 reporting the second transfer.

Q. Do I report unassembled frames and receivers as part of a multiple sale?

A. No. A frame or receiver would not meet the definition of pistol or revolver. Therefore, unassembled frames or receivers should not be reported as part of a multiple sale on an ATF Form 3310.4.

Q. Should I report antique handguns on ATF Form 3310.4?

A. No. Antique firearms, as defined in 18 U.S.C. § 921 (a)(16), are not subject to the purview of the GCA. Therefore, antique handguns need not be reported as part of a multiple sale on an ATF Form 3310.4.

Q. Should I report silencers on ATF Form 3310.4?

A. Generally, no. Firearm silencers, in and of themselves, are not handguns and do not need to be reported as part of a multiple sale. However, if the silencers are permanently attached to handguns the handguns would need to be reported as part of a multiple sale on an ATF Form 3310.4.

NONLICENSEE STATE-TO-STATE TRANSFER

ATF has received questions regarding how a nonlicensee may handle the transfer of a firearm to another nonlicensee residing in a different State. Regulation 27 CFR 478.30 does not allow a nonlicensee to transfer, sell, or deliver a firearm to another nonlicensee who does not reside in the same State. However, per 27 CFR 478.147, a nonlicensee may directly ship a firearm to a licensed importer, licensed manufacturer, or licensed dealer for any lawful purpose. As such, the nonlicensee may arrange to ship the firearm directly to a licensed dealer in the State where the other nonlicensee lives. The receiving licensee is required to enter the name and address of the nonlicensee from whom the firearm was received. A copy of the nonlicensee's driver's license may be used to verify this information, but there is no regulatory requirement that it be provided by the nonlicensee. Afterwards, the nonlicensee who is to receive the firearm would be required to complete ATF Form 4473 and be subject to a background check. Also, any corresponding State requirements would apply, such as a waiting period.

CUSTOMER SERVICE ENHANCEMENTS AT THE FEDERAL FIREARMS LICENSING CENTER

One of the Bureau's busiest customer call centers, the Federal Firearms Licensing Center (FFLC) has implemented a new tool to enhance customer service. The new Automated Call Distribution (ACD) system upgrades a legacy phone system to deliver many state-of-the-art improvements.

A primary ACD enhancement gives callers the option of waiting in a queue to speak with a live customer service representative (CSR) instead of being transferred into a voice mailbox, which was sometimes full and unable to accept new messages. The ACD system also allowed FFLC management to design a smart call-routing system to more efficiently redirect the more common types of calls not requiring a live response.

Another important ACD enhancement is the systematic measurement of call volumes by date, time, length, and type. The system generates statistical reports that inform management how

to allocate CSR resources to best meet workload demands. ACD also counts the number and length of abandoned calls and tracks customer wait times in the queue to establish performance benchmarks by which to plan and measure continued improvement.

Positive results were realized immediately upon implementation of the ACD system. There was a decrease in the number of complaint calls and calls automatically transferred to voicemail. Customers are happier because they have been given more control over the handling of their inquiries and have greater access to real-time assistance from a live person on the other end of the phone.

Hours of operation are 8 a.m. to 4:30 p.m. EST, Monday-Friday. The FFLC call center telephone number is 1-866-662-2750. If you contact the FFLC business hours, the ACD system will allow you to leave a voicemail message.

TRANSACTIONS IN EXPLOSIVE-TYPE DESTRUCTIVE DEVICES

ATF has been asked about the controls on firearms which also contain explosives, such as 'flashbang' grenades. Firearms of this type are subject to the Gun Control Act (GCA)(Title 18, U.S.C., Chapter 44), the National Firearms Act (NFA)(Title 26, U.S.C., Chapter 53), and the Federal Explosives laws (Title 18, U.S.C., Chapter 40). Provisions of the Arms Export Control Act may also apply.

In both the GCA and the NFA, a firearm is defined to include a destructive device. A destructive device is further defined (in part) as:

- (a) any explosive, incendiary, or poison gas (1) bomb,
- (2) grenade, (3) rocket having a propellant charge of more than 4 ounces, (4) missile having an explosive or incendiary charge of more than one-quarter ounce,
- (5) mine, or (6) similar device;

Accordingly, this type of destructive device is not only a firearm but is also an explosive subject to all explosives regulatory provisions including specific storage, distance, licensing, and other requirements.

While there is a general exemption under the Federal explosives laws for work performed under

Government contract, if you are in the business of importing, manufacturing, or dealing in explosive-type destructive devices, you will need the appropriate firearms and explosives licenses or permit and special (occupational) tax (SOT) under the NFA. If your activity is being conducted under a United States Government contract, you may apply for an exemption from the SOT.

If you import explosive-type destructive devices, you must:

- Have a Federal firearms license (FFL) as an importer of destructive devices, ammunition for destructive devices, or armor piercing ammunition (Type 11)
- Pay the SOT as an importer of firearms (Class 1)
- Have a license as an importer of explosives unless the activity is in performance of a government contract
- Register under the Arms Export Control Act as an importer

If you manufacture the explosives to be used in the manufacture of explosive-type destructive devices, you must:

- Have a Federal firearms license (FFL) as a manufacturer of destructive devices, ammunition for destructive devices, or armor piercing ammunition (Type 10)
- Pay the SOT as a manufacturer of firearms (Class 2)
- Have a license as a manufacturer of explosives unless the activity is in performance of a government contract

If you acquire the explosives to be used in the manufacture of explosive-type destructive devices, you must:

- Have a Federal firearms license (FFL) as a manufacturer of destructive devices, ammunition for destructive devices or armor piercing ammunition (Type 10)
- Pay the SOT as a manufacturer of firearms (Class 2)
- Have a license as a dealer in explosives unless the activity is in performance of a Government contract.

If you deal in explosive-type destructive devices, you must:

- Have a Federal firearms license (FFL) as a dealer in destructive devices (Type 09)
- Pay the SOT as a dealer in firearms (Class 3)
- Have a license as a dealer in explosives unless the activity is in performance of a Government contract

In limited circumstances, a person could acquire explosive-type destructive devices by having a permit as a user of high explosives. The acquisition would only be for the person's own business use or interstate transport.

FBI/NICS NEWS

Federal Firearms Licensee (FFL) Contact Information on Delayed Transactions

Effective July 1, 2007, the FBI Criminal Justice Information Services Division's National Instant Criminal Background Check System (NICS) Section implemented a change in how it obtains callback information on delayed background checks. Due to an influx of requests from FFLs, the NICS Section does not request callback information on delayed transactions. The NICS Section utilizes the licensee phone number as provided by the Bureau of Alcohol, Tobacco, Firearms and Explosives' licensing system in order to notify FFLs of the results of delayed transactions.

If the FFL wishes to verify the callback information that the NICS Section currently maintains, they may **(but are not required to)** do so by contacting the NICS Section Customer Service at 1-877-444-6427.

Fax-on-Demand

Any FFL needing brochures maintained by the NICS Section can obtain them in a few short minutes. For this purpose, the NICS Section offers the Fax-on-Demand option following steps:

- ❖ Call 1-877-444-6427.
- ❖ Select option 4.
- ❖ Select option 1 for NICS documents.
- ❖ If you know the document number, select option 1. Enter the document number followed by the # sign. If correct, select option 1; otherwise select option 2. Enter your 10-digit fax number.
- ❖ The documents will be faxed to the number provided.

The documents to select are as follows:

Title	Document Number
FBI NICS Appeal Brochure	101
FBI NICS E-Check Enrollment Forms	102
FBI Guide for Obtaining Your FBI Record	103
FBI NICS Voluntary Appeal Brochure	104
FBI NICS Voluntary Appeal Brochure (Spanish)	105
FBI NICS General Information	106

FFLs may still request brochures by mail by contacting NICS Customer Service at 1-877-444-6427.

**ATF PROMOTES GREATER
COMMUNICATION WITH FEDERAL
FIREARMS LICENSEES**

In an effort to expand ATF communications, we are introducing an e-mail solution that allows Federal firearms licensees (FFLs) to view ATF content.

FFLs will be able to get an e-mail with the latest updates on information posted to the ATF Internet site that affects them. Just click on the E-mail Update icon on the site and follow the directions.

Information is categorized into various categories: ATF News, Firearms Industry News, Most Wanted Persons, etc. Within the ATF News category are links to Featured Stories about ATF programs and cases as well as press releases from ATF Headquarters and field division offices.

The Firearms Industry categories allow FFLs to receive updates such as Federal Register Notices; Final Rules; Open Letters; requests for assistance with high-volume firearms thefts from FFLs; new publications; and updates from ATF's Federal Firearms Licensing Center, Federal Firearms and

Explosives Imports Branch, Firearms Programs Division, and the National Firearms Act Branch.

The Most Wanted section lists ATF wanted persons sought as a result of ATF criminal investigations, often in conjunction with other law enforcement agencies that resulted in the issuance of a Federal arrest warrant.

The e-mail subscription service sends updates when changes are made to the different content areas on the ATF Web site www.atf.gov or on the Web sites of our 25 field division offices. Subscribers will receive automatic updates and will not have to continually check the ATF Web site for updates. A subscriber can easily cancel their subscription or change it at any time.

The e-mail subscription service is one enhancement ATF is making as we strive to improve our communications with firearms industry members.

OFFICE OF ENFORCEMENT PROGRAMS AND SERVICES (EPS)

This page reflects recent personnel changes to the Office of Enforcement Programs and Services. The following EPS managers can be contacted on issues regarding firearms and ammunition.

Assistant Director**Enforcement Programs and Services**

Carson Carroll
(202) 648-7080

Deputy Assistant Director**Enforcement Programs and Services**

Audrey Stucko
(202) 648-7080

Chief, Firearms Programs Division

Raymond Rowley (202) 648-7090

Deputy Chief, Firearms Programs Division

Gary Bangs (202) 648-7090

Chief, Firearms Technology Branch

John Spencer (304) 260-3414

Chief, Firearms Enforcement Branch

David L. Brown (202) 648-7090

Chief, Brady Operations Branch

Christine Dixon (304) 260-3860

Acting Chief, National Integrated Ballistics**Identification Network (NIBIN) Branch**

Michael O'Neil (202) 648-7175

**Chief, Firearms and Explosives
Services Division**

Scott Mendoza (304) 616-4590

Chief, National Firearms Act Branch

Vacant (304) 616-4500

Chief, Firearms and Explosives**Imports Branch**

Kevin Boydston (304) 616-4550

Chief, Federal Firearms Licensing Center

Patricia Power (304) 616-4600

Chief, National Tracing Center Division

Charles Houser (800) 788-7133

Chief, Firearms Tracing Branch

David Johnson (800) 788-7133

**TO RECEIVE ATF FORMS AND
PUBLICATIONS:****ATF Distribution Center**

1519 Cabin Branch Dr.
Landover, MD 20785-3816
(301) 583-4696

<http://www.atf.gov/dcof/index.htm>

REPORT STOLEN FIREARMS:

(Monday – Friday 8 a.m. – 4:30 p.m. EST)
(888) 930-9275
(Evenings, Weekends and Holidays)
(800) 800-3855

**TO OBTAIN ASSISTANCE
REGARDING YOUR LICENSE:****ATF Federal Firearms Licensing Center**

244 Needy Road
Martinsburg, WV 25405
(866) 662-2750

**TO SHIP OUT-OF-BUSINESS
RECORDS:****ATF National Tracing Center**

244 Needy Road
Martinsburg, WV 25405
(800) 788-7133

ATF Web Site: <http://www.atf.gov>

ADDRESSES AND TELEPHONE NUMBERS FOR ATF FIELD DIVISIONS**Atlanta Field Division**

2600 Century Parkway
Suite 300
Atlanta, GA 30345-3104
(404) 417-2600

Baltimore Field Division

G.H. Fallon Building
31 Hopkins Plaza, 5th Floor
Baltimore, MD 21201
(443) 965-2000

Boston Field Division

10 Causeway Street, Room 791
Boston, MA 02222
(617) 557-1200

Charlotte Field Division

6701 Carmel Road
Suite 200
Charlotte, NC 28226
(704) 716-1800

Chicago Field Division

525 West Van Buren Street
Suite 600
Chicago, IL 60607
(312) 846-7200

Columbus Field Division

37 West Broad Street
Suite 200
Columbus, OH 43215
(614) 827-8400

Dallas Field Division

1114 Commerce Street,
Room 303
Dallas, TX 75242
(469) 227-4300

Denver Field Division

1961 Stout Street
Room 674
Denver, CO 80294
(303) 844-7450

Detroit Field Division

1155 Brewery Park Blvd.
Suite 300
Detroit, MI 48207-2602
(313) 202-3400

Houston Field Division

15355 Vantage Pkwy West
Suite 200
Houston, TX 77032-1965
(281) 372-2900

Kansas City Field Division

2600 Grand Avenue
Suite 200
Kansas City, MO 64108
(816) 559-0700

Los Angeles Field Division

550 N. Brand Boulevard
Suite 800
Glendale, CA 91203
(818) 265-2500

Louisville Field Division

600 Dr. Martin Luther King Jr. Place
Suite 322
Louisville, KY 40202
(502) 753-3400

Miami Field Division

5225 NW 87th Avenue
Suite 300
Miami, FL 33178
(305) 597-4800

Nashville Field Division

5300 Maryland Way
Suite 200
Brentwood, TN 37027
(615) 565-1400

Newark Field Division

1 Garret Mountain Plaza
Suite 500
West Paterson, NJ 07424
(973) 413-1179

New Orleans Field Division

One Galleria Boulevard
Suite 1700
Metairie, Louisiana 70001
(504) 841-7000

New York Field Division

241 37th Street, 3rd Floor
Brooklyn, NY 11232
(718) 650-4000

Philadelphia Field Division

The Curtis Center
601 Walnut Street
Suite 1000 E
Philadelphia, PA 19106
(215) 446-7800

Phoenix Field Division

201 East Washington Street
Suite 940
Phoenix, AZ 85004
(602) 776-5400

San Francisco Field Division

5601 Arnold Road
Suite 400
Dublin, CA 94568-7724
(925) 479-7500

Seattle Field Division

Jackson Federal Building
915 2nd Avenue, Room 790
Seattle, WA 98174
(206) 389-5800

St. Paul Field Division

30 East Seventh Street
Suite 1900
St. Paul, MN 55101
(651) 726-0200

Tampa Field Division

400 North Tampa Street
Suite 2100
Tampa, Florida 33602
(813) 202-7300

Washington Field Division

1401 H Street NW.
Suite 900
Washington, DC 20005
(202) 648-8010