

eForm 1-Application to make and register an NFA firearm

January 2026

eForm 1

This guide is to provide information to the ATF eForms users on how to successfully file an eForm 1 to make and register a firearm. In this submission guide, the instructions will demonstrate how to submit an individual type of form and a trust form.

*Please note: There are specific instructions on how to file an individual vs a trust after selecting the type of applicant. Please make sure to follow **ONLY** the directions that apply to your application type. See below.*

Special Instructions for Individuals, Trusts and Legal Entities

FILING AS AN INDIVIDUAL

The applicant must attach a digital photo in the Photo function on the Responsible Person train-stop. The applicant must also provide his or her fingerprints on Form FD-258 or submit an EFT file of their electronic fingerprints. Upon submission of the application, the eForms system will email a cover sheet to the applicant. The cover sheet is to be printed as it will provide the control number of the transaction and the address where to send the paper fingerprint cards. If the applicant uploaded electronic fingerprints in eForms using an EFT file, then the cover sheet will indicate if the electronic fingerprints have been accepted. If the cover sheet indicates the electronic fingerprints have been accepted, then no additional paper fingerprint cards are required to be mailed. If the cover sheet does not indicate the electronic fingerprints have been accepted, then the applicant must mail paper fingerprint cards and the coversheet to the NFA Division within 10 business days of filing the application.

FILING AS A TRUST OR OTHER LEGAL ENTITY

In addition to providing the documentation of the existence of the trust or other legal entity (including a copy of the FFL license, if any), the applicant must electronically provide a photograph and completed ATF Form 5320.23, NFA Responsible Person Questionnaire (RPQ), for each responsible person (see definition 1.e on the instruction page) of the trust or legal entity. When filed via eForms, when in the Responsible Person train-stop, the applicant will identify each responsible person and attach the photograph and a scanned, signed RPQ from that person. All photographs and RPQ forms must be attached to the application prior to submission.

The person submitting the application on behalf of the trust or legal entity must also submit his or her fingerprints, along with the fingerprints for each responsible person. The fingerprints may be submitted using paper fingerprint cards (Form FD-258) or submitted electronically via EFT file. Upon submission of the application, the eForms system will email a cover sheet to the applicant. If the applicant uploaded electronic fingerprints in eForms using an EFT file, then the cover sheet will indicate if the electronic fingerprints have been accepted. If the cover sheet indicates the electronic fingerprints have been accepted, then no additional paper fingerprint cards are required to be mailed. If the cover sheet does not indicate the electronic fingerprints have been accepted, then the applicant must submit paper fingerprint cards (Form FD-258) that must be mailed to the NFA Division within 10 business days of filing the application. The cover sheet is to be printed as it will provide the control number of the transaction and the address where to send the paper fingerprint cards. Any paper fingerprint cards must be submitted in one envelope with the application coversheet.

Please note that the F 5320.23, NFA RPQ, form is available in a fillable version on the ATF website (www.atf.gov). The form can be completed and printed for signature and scanning.

- **Select Form**
 - After logging into your eForms account, please click on the Form 1 icon, located on your dashboard, to select it.



- **Applicant Type**

- Please select the application type from the options available
- Click next

ATF Form 1 (5320.1) - Application to Make and Register a Firearm  All Draft Forms will be deleted after 90 days

[Click here for instructions](#)

Applicant Type

* Application is made by (Select one):

☐ Individual

☐ Trust

☐ Corporation

☐ Other Legal Entity

☐ Government

Cancel
Next

● Intended Use of Form

- Review the information. Then click the Next button to proceed.

ATF Form 1 (5320.1) - Application to Make and Register a Firearm  All Draft Forms will be deleted after 90 days

Save Cancel View PDF Go Home

eForm ID: 

Form 5320.1 Application Applicant Responsible Persons CLEO Line Item Electronic Documents Verify Certify

Intended Use of Form

This form is filed to obtain permission from ATF to make an NFA firearm. If the application incurs the making tax liability, the applicant will be directed to pay the tax electronically prior to the submission of the application.

If the applicant is a trust or legal entity (including when the applicant also has a Federal Firearms License (FFL) of any type), the submitter must provide documentation of the existence of such an entity, with the articles of incorporation for a corporation, the trust documents, and/or copy of the Federal Firearms License (FFL) and comply with the additional instructions below. If the applicant is a government agency, the submitter will be asked for the agency's Originating Agency Identification Number (OAID) which will be used to identify the agency in the process. If the government agency does not have an OAID, then the application to make must be submitted as a hardcopy application. The application will require a hand-signed letter of authorization from the agency (LDO).

Any required documentation must be submitted with the eForms application. The system provides an attachment function. The typical types of attachments are identified in a drop-down menu. If the type of attachment is not identified in the drop-down, select "OTHER" and describe the type of documentation in the corresponding field.

The Submitter must create a PIN (Personal Identification Number) prior to submitting the eForm 1 application. The PIN must be used by the Submitter to digitally certify and sign the eForm.

eForms cannot be used to file for reacquisition. These forms must be submitted on paper.

A licensed manufacturer who pays the special (occupational) tax should not file an ATF Form 1 when reacquiring a registered/unreacquired firearm, but an ATF Form 2. Due to the prohibitions on the possession of a machinegun, an application to make a machinegun will generally be disapproved unless the application was submitted by a government agency.

Special Instructions for Individuals, Trusts and Legal Entities

FILING AS AN INDIVIDUAL

The applicant must attach digital photos in the Photo function on the Responsible Person train-stop. The applicant must also provide his or her fingerprints on Form FD-258 or submit an EFT file of their electronic fingerprints. Upon submission of the application, the eForms system will email a cover sheet to the applicant. The cover sheet is to be printed as it will provide the control number of the transaction and the address where to send the paper fingerprint cards. If the applicant uploaded electronic fingerprints in eForms using an EFT file, then the cover sheet will indicate if the electronic fingerprints have been accepted. If the cover sheet indicates the electronic fingerprints have been accepted, then no additional paper fingerprint cards are required to be mailed. If the cover sheet does not indicate the electronic fingerprints have been accepted, then the applicant must mail paper fingerprint cards and the cover sheet to the NFA Division within 10 business days of filing the application.

FILING AS A TRUST OR OTHER LEGAL ENTITY

In addition to providing the documentation of the existence of the trust or other legal entity (including a copy of the FFL license, if any), the applicant must electronically provide a photograph and completed ATF Form 5320.23, NFA Responsible Person Questionnaire (RPQ) for each responsible person (see definition 1.a on the instruction page) of the trust or legal entity. When filed via eForm, when in the Responsible Person train-stop, the applicant will identify each responsible person and attach the photograph and a scanned signed RPQ from that person. All photographs and RPQ forms must be attached to the application prior to submission.

The person submitting the application on behalf of the trust or legal entity must also submit his or her fingerprints, along with the fingerprints for each responsible person. The fingerprints may be submitted using paper fingerprint cards (Form FD-258) or submitted electronically via EFT file. Upon submission of the application, the eForms system will email a cover sheet to the applicant. If the applicant uploaded electronic fingerprints in eForms using an EFT file, then the cover sheet will indicate if the electronic fingerprints have been accepted. If the cover sheet indicates the electronic fingerprints have been accepted, then no additional paper fingerprint cards are required to be mailed. If the cover sheet does not indicate the electronic fingerprints have been accepted, then the applicant must submit paper fingerprint cards (Form FD-258) that must be mailed to the NFA Division within 10 business days of filing the application. The cover sheet also be printed as it will provide the control number of the transaction and the address where to send the paper fingerprint cards. Any paper fingerprint cards must be submitted in one envelope with the application coversheet.

Please note that the F 5320.23, NFA RPQ form is available in a fillable version on the ATF website (<https://www.atfgov>). The form can be completed and printed for signature and scanning.



- **Application**

- This screen will read the information selected at the beginning of the application where you choose the application type.
- Please notice the Internal Control Number field on this screen. This is something that can be used to identify a specific application, such as a serial number, model of the weapon, etc. This information will help you later when searching for a particular form.
- Click next.

ATF Form 1 (5320.1) - Application to Make and Register a Firearm All Draft Forms will be deleted after 90 days eForm ID: [REDACTED]

[Save](#) [Cancel](#) [View PDF](#) [Go Home](#)

Form 5320.1 **Application** Applicant Responsible Persons CEO Line Item Electronic Documents Verify Certify

Application is made by: ☐ Trustee ☐ Corporation ☐ Other Legal Entity ☒ Individual ☐ Government

* Type of Application (Select one)

☒ Tax Paid (\$200)

☐ Tax Exempt. Firearm is being made on behalf of the United States, or any department, independent establishment, or agency thereof.

or

☐ Tax Exempt. Firearm is being made by or on behalf of any State or possession of the United States, or any political subdivision thereof, or any official police organization of such a government entity engaged in criminal investigations.

Tax Exempt. Firearm is not subject to the making tax pursuant to Title 26 U.S.C. §§ 7801, 7805. To confirm the application qualifies for tax-free registration, ATF may require additional supporting documentation, such as photographs of the firearm to be registered.

Internal Control Number:

[Back](#) [Next](#)

- **Applicant**

- The applicant information is auto populated based on the information that was used when registering your eForms account. Please ensure that all information is correct. If filing a trust application, please fill in the title (within the trust) of the submitter of the application and the trust name as listed in the body of the trust document.

If the information is not correct, please stop the form and reach out to your experts by clicking on the “ask the experts” tab at the top of your eForms account.

- If filling out as a trust, click next.
- If filling out as an individual and the information appears to be correct, please scroll down on the page and answer questions 11A. through 11.M.2. Please also include questions 13, 14, and 17, as well.
- Click next.

Form 53201 Application **Applicant** Responsible Persons CEO Line Item Electronic Documents Verify Certify

Individual

FFL ☐ Ego Date EIN SOT Class ☒ No FFL

If the applicant does not have an FFL, please select the "No FFL" check box and enter the applicant information below:

First Name Middle Name Last Name Cadence

Title of the Submitter of the Application

Eg. Owner

Country

Address Line 1

Address Line 2

Zip Code +4 City County State

Telephone Ext. Email

Mater's Questions (For any "Yes" answer, provide the details in an attachment via the electronic documents function)

Question	Answer
11.A. Do you intend to make any firearm listed on this form for sale or other disposition to any person described in questions 11.C through 11.I, or a person described in question 11.I who does not fall under an exception?	☒
11.B. Do you intend to sell or otherwise dispose of any firearm listed on this form in furtherance of any felony or other offense punishable by imprisonment for a term of more than one year, or a federal crime of terrorism, or a drug trafficking offense?	☒
11.C. Are you under indictment or information in any court for a felony or any other crime, for which the judge could imprison you for more than one year? (See definition 1.A)	☒
11.D. Have you ever been convicted in any court for a felony or any other crime, for which the judge could have imprisoned you for more than one year, even if you received a sentence including probation? (See definition 1.A)	☒
11.E. Are you a fugitive from justice? (See definition 1.F)	☒
11.F. Are you an unlawful user of, or addicted to, marijuana or any depressant, stimulant, narcotic drug, or any other controlled substance? Warning: The use or possession of marijuana remains unlawful under Federal law regardless of whether it has been legalized or decriminalized for medicinal or recreational purposes in the state where you reside.	☒
11.G. Have you ever been adjudicated as a mental defective OR have you ever been committed to a mental institution? (See definition 1.E and 1.F)	☒
11.H. Have you been discharged from the Armed Forces under dishonorable conditions?	☒
11.I. Are you subject to a court order restraining you from harassing, stalking, or threatening your child or an intimate partner or child of such partner? (See definition 1.G)	☒
11.J. Have you ever been convicted in any court of a misdemeanor crime of domestic violence? (See definition 1.H)	☒
11.K. Have you ever renounced United States citizenship?	☒
11.L. Are you an alien (legally or unlawfully) in the United States?	☒
11.M.1. Are you an alien who has been admitted to the United States under a nonimmigrant visa?	☒
11.M.2. If "Yes," do you fall within any of the exceptions stated in the instructions? Attach the documentation in the application.	☒
13. If you are an alien, record your U.S.-issued Alien or Admission number (ARE USCIS#, or I-94#).	
14. Have you been issued a Unique Personal Identification Number (UPIN)? (See instruction 2.F) If yes, please list.	
17.A. Country of Citizenship: (Check) (or more than one, if applicable. Nationals of the United States may check U.S.A.) (See definition 1.G)	

Back Next

Select US/NON-US

Submit & Continue

- **Responsible Persons**

- **Note:** Do not enter any personal information on this screen in the boxes below, as it will not save your information and is for viewing purposes only.

- Click on what appears to be a sheet of paper, under the actions section. See highlighted section below.

ATF Form 1 (5320.1) - Application to Make and Register a Firearm All Draft Forms will be deleted after 90 days

Save Cancel View PDF Go Home eForm ID: [REDACTED]

Form 5320.1 Application Applicant Responsible Persons CLUQ Line Item Electronic Documents Verify Certify

Responsible Persons

- Click on Edit icon in the Actions column to edit a responsible persons record. Click [Add Responsible Person] button below to add additional persons.
- The applicant must attach a scanned, completed copy of Form 5320.23 and a photo for each RP listed below. (Note: The submission of FS320.23 is not required for an individual applicant and the field is grayed out.)
- Allowable file type:
 - Form 5320.23: PDF (Portable Document Format)
 - Photo: JPG and JPEG (Joint Photographic Expert Group)
- Each attachment can be no larger than 3MB
- ATF does not require an SSN, however failure to provide this information may significantly delay the process of a background check and delay the rendering of a final decision on the application

Add Responsible Person

View [Icon]

Status	Title	First Name	Last Name	State	City	Full Street Address	Date of Birth	Sex	Race	Actions
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[Icon]

Total records: 1
Hidden columns: 13

Back Next

- A pop up will appear. The top portion of information on the pop up will be auto generated based off of your profile information, however parts of the bottom half will need to be filled in by the applicant.

Add Responsible Person

*Citizenship U.S.CITIZEN

*Citizenship country Select a Country

Cadence Select Cadence ...

*Title MAKER

*First Name [REDACTED]

*Middle Name Detail NO MIDDLE NAME

Middle Name [REDACTED]

*Last Name [REDACTED]

*Email [REDACTED]

Form 5320.23 Choose file Browse

PDF only. Max size 3MB

*Photo Choose file Browse

JPG, JPEG, or PNG only. Max size 3MB

Electronic Fingerprints Choose file Browse

Note: The uploaded EFT file must meet to the FBI Specification 8.1.0. Type of Transaction (TOT) must be "FAUF". The File extension must be "EFT" only. The Maximum file size is 12MB.

SSN [REDACTED]

Not required. Failure to provide may delay processing

*Zip Code [REDACTED]

*State [REDACTED]

*City [REDACTED]

- For trust applicants, upload a signed copy of the Form 5320.23 that can be downloaded and printed from our website at [atf.gov](https://www.atf.gov).
- Here is a quick link for the Responsible Persons Questionnaire (Form 5320.23) <https://www.atf.gov/file/107266/download>
- Signature on the Form 5320.23 must be a wet signature, as digital signatures are not accepted. File must be saved as a PDF only and not exceed more than 3 MB in size.

Add Responsible Person

*Citizenship U.S.CITIZEN

*Citizenship country Select a Country

Cadence Select Cadence ...

*Title MAKER

*First Name [REDACTED]

*Middle Name Detail NO MIDDLE NAME

Middle Name [REDACTED]

*Last Name [REDACTED]

*Email [REDACTED]

Form 5320.23 Choose file Browse

PDF only. Max size 3MB

*Photo Choose file Browse

JPG, JPEG, or PNG only. Max size 3MB

Electronic Fingerprints Choose file Browse

Note: The uploaded EFT file must meet to the FBI Specification 8.1.0. Type of Transaction (TOT) must be "FAUF". The File extension must be "EFT" only. The Maximum file size is 12MB.

SSN [REDACTED]

Not required. Failure to provide may delay processing

*Zip Code [REDACTED]

*State [REDACTED]

*City [REDACTED]

- Upload a photo of the applicant. The file must be saved as a JPG, JPEG or PNG only and should not be any more than 3MB in size.

Add Responsible Person

*Citizenship U.S.CITIZEN

*Citizenship country Select a Country

Cadence Select Cadence ...

*Title MAKER

*First Name [REDACTED]

*Middle Name Detail NO MIDDLE NAME

Middle Name [REDACTED]

*Last Name [REDACTED]

*Email [REDACTED]

Form 5320.23 Choose file Browse

PDF only. Max size 3MB

*Photo Choose file Browse

JPG, JPEG, or PNG only. Max size 3MB

Electronic Fingerprints Choose file Browse

Note: The uploaded EFT file must meet to the FBI Specification 8.1.0. Type of Transaction (TOT) must be "FAUF". The File extension must be "EFT" only. The Maximum file size is 12MB.

SSN [REDACTED]

Not required. Failure to provide may delay processing

*Zip Code [REDACTED]

*State [REDACTED]

*City [REDACTED]

- An applicant has two different options to submit fingerprint cards. They may submit either electronically via an EFT file or a physical set of fingerprint cards with the coversheet that will be emailed after the form is completed and submitted. To upload an EFT file, you may do this in the next block.
- (Note: The uploaded EFT file must meet the FBI Specification 8.1.0. Type of Transaction (TOT) must be "FAUF". The File extension must be "EFT" only. The maximum file size is 12MB.)

Add Responsible Person

*Citizenship U.S.CITIZEN

*Citizenship country Select a Country

Cadence Select Cadence ...

*Title MAKER

*First Name [REDACTED]

*Middle Name Detail NO MIDDLE NAME

Middle Name [REDACTED]

*Last Name [REDACTED]

*Email [REDACTED]

Form 5320.23 Choose file Browse

PDF only. Max size 3MB

*Photo Choose file Browae

JPG, JPEG, or PNG only. Max size 3MB

Electronic Fingerprints Choose file Browse

Note: The uploaded EFT file must meet to the FBI Specification 8.1.0. Type of Transaction (TOT) must be "FAUF". The File extension must be "EFT" only. The Maximum file size is 12MB.

SSN [REDACTED]

Not required. Failure to provide may delay processing

*Zip Code [REDACTED]

*State [REDACTED]

*City [REDACTED]

- Please fill in your SSN. ATF does not require an SSN, however failure to provide this information may significantly delay the process of a background check and delay the rendering of a final decision on the application

Add Responsible Person

*Citizenship U.S.CITIZEN

*Citizenship country Select a Country

Cadence Select Cadence ...

*Title MAKER

*First Name

*Middle Name Detail NO MIDDLE NAME

Middle Name

*Last Name

*Email

Form 5320.23 Choose file Browse

PDF only. Max size 3MB

*Photo Choose file Browse

JPG, JPEG, or PNG only. Max size 3MB

Electronic Fingerprints Choose file Browse

Note: The uploaded EFT file must meet to the FBI Specification 8.1 0. Type of Transaction (TOT) must be 'FAUF'. The File extension must be 'EFT' only. The Maximum file size is 12MB.

SSN Not required. Failure to provide may delay processing

*Zip Code

*State

*City

- Type in the date of birth, the country in which you were born, birth state, state of residence, sex, ethnicity, race and then the AR# or I9# if applicable. Also, if you have been previously issued a UPIN (unique identification number) then you may also fill in that field.

Add Responsible Person

*Photo
 JPG, JPEG, or PNG only. Max size 3MB

Electronic Fingerprints
 Note: The uploaded EFT file must meet to the FBI Specification 8.1.0. Type of Transaction (TOT) must be "FAUF". The File extension must be ".EFT" only. The Maximum file size is 12MB.

SSN

Not required. Failure to provide may delay processing

*Zip Code

*State

*City

*Full Street Address

*Date of Birth

*Birth Country

*Birth State

*State of Residence

*Sex

*Ethnicity

*Race

AR# or I9#

UPIN

- Click save and close when finished.
- If there is more than one person listed in the trust as a grantor, settlor, trustee or responsible person, please click "add responsible person."
- If submitting this process as a trust, you will need to fill in the required information for each person listed. When finished with all responsible person's information, please click next.

- **CLEO (Chief Law Enforcement Officer)**

- Fill in the Agency or Department Name, name of Agency Official, title of Agency Official, and complete address.
- Click next.

ATF Form 1 (5320.1) - Application to Make and Register a Firearm All Draft Forms will be deleted after 90 days

Save Cancel View PDF Go Home eForm ID: [REDACTED]

Form 5320.1 Application Applicant Responsible Persons **CLEO** Line Item Electronic Documents Verify Certify

CLEO

* Agency or Department Name

* Name of Agency Official

* Title of Agency Official

* Country
 UNITED STATES ▼

* Address

* Zip Code * City * County * State
 Select... ▼ Select... ▼ Select... ▼

Back Next

- **Line Item- Firearm Information**

Note: Do not enter any firearm information on this screen in the boxes below as it will not save your information and is for viewing purposes only.

- Click the “Add Firearm” button

ATF Form 1 (5320.1) - Application to Make and Register a Firearm All Draft Forms will be deleted after 90 days

Save Cancel View PDF Go Home eForm ID: [REDACTED]

Form 5320.1 Application Applicant Responsible Persons CLEO **Line Item** Electronic Documents Verify Certify

Line Item

To add a firearm click on the “Add Firearm” button below:

Add Firearm Print Line Items

View +  

Status	ID	Type	Manufacturer	Manufacturer Address	Product Type	Caliber	Model	Barrel Length	Overall Length	Serial Number	Actions
No data to display											

Total records: 0

Back Next

- Once the “add firearm” button has been clicked, a pop up will appear

The screenshot shows a software interface for adding a firearm. The main window is titled "Step 1" and contains a "Manufacturer" section with fields for "Manufacturer Name" (with a search box), "Manufacturer Country", and a "Verify Manufacturer" button. Below this is a "Silencer" section with instructions and a "Short-Barrel Rifle/Shotgun, AOW, or Destructive Device" section with instructions. At the bottom are "Back", "Next", and "Cancel" buttons. A sidebar on the right shows a "Line Item Summary" with fields for Manufacturer, Model, Product Type, Caliber, Barrel Length, Overall Length, and Serial Number.

- Please enter the name of the manufacturer marked on the firearm, and click verify manufacturer.

Note: If you are converting an existing firearm into an NFA firearm, please see highlighted section below before entering the manufacture information.

- Choose the manufacturer country from the drop-down list and click next to proceed.
- Select product type, model, caliber, unit of measurement, quantity, length of barrel, overall length and serial number. Once all information has been entered, you may save this as a new template (button located at the bottom) for frequently exact manufactured items. Click Next.

Detail

Product Type
Model
Caliber
Unit of Measure

☐ My item description is not in the list, create new item.

Overall Length (in.)
Serial Number

Description

State Why You Intend To Make Firearm

Silencer:

- If NO MODEL is desired, select **N/A** in the Model drop down list.
- Selecting a prepopulated Model from the drop down list will prevent delays in processing time.
- Selecting the Create a New Item box **will** increase process time, in addition to normal process time.
- Enter single caliber (i.e. 9, 45, 357, 5.56, 7.62, 300).
- Serial numbers must contain one Roman number and no special characters, exception is hyphen or space.

Step 2

Line Item Summary

Manufacturer:
Model:
Product Type:
Caliber:
Barrel Length (in.): -
Overall Length (in.):
Serial Number:

Note: the drop-down selections are based off previous entries from the manufacture, type, model, and caliber that were placed in the firearms table. If your desired information is not available for selection, please click the box that states, "my item description is not in the list, create new item". This will allow information to be entered for ATF validation and addition to the firearm table.

- Enter any additional documents in this section that pertain to the firearm. For all Short-Barrel Rifles, Shotguns, AOW, or Destructive Devices, a close-up photo of any stamping/engraving that is currently on the serialized part is required. Add a description of the document. Click add document. Click Finish.
- Click next.

Electronic Documentation

Attachment restrictions:

1. 10 attachments per line item
2. Each attachment can be no larger than 3MB
3. Total file size per submission can be no larger than 30MB
4. Allowed file types:
 - Word (.doc, .docx, .doom)
 - PDF (Portable Document Format)
 - Excel (.xls, .xlsx, .xlsm)
 - PowerPoint Presentation (.ppt, .pps, .pptx, .pptm)
 - JPG and JPEG (Joint Photographic Expert Group)
 - GIF (Graphics Interchange Format)

Short-Barrel Rifle/Shotgun, AOW, or Destructive Device:

- Add close-up photo of any stamping/engraving currently on serialized part.

File

Each attachment can be no larger than 3MB

Description

View ▾

ID ▾	FILE NAME ▾	FILE SIZE (BYTES) ▾	DOCUMENT TYPE ▾	DOCUMENT DESCRIPTION ▾
No data to display				

◀

1

▶

10 ▾

Total records: 0

Back

Next

Finish

Cancel

Step 3

Line Item Summary

Manufacturer:

Model:

Product Type:

Caliber:

Barrel Length (in.):

Overall Length (in.):

Serial Number:

14 | Page

Electronic Documents

- Please enter attachment documents here. If you are filing as a trust, this is where you will upload your trust documents or a 24-month exemption document.
- This is also where you will upload photos of the raw parts that you will use to make the silencer. The pictures should be clear and allow the identification of the parts photographed.
- Select document type.
- Add document.
- Once you've finished uploading all documents, click next.

Form 5320.1 Application Applicant Responsible Persons CLEO Line Item **Electronic Documents** Verify Certify

Electronic Documentation

✗ Must attach documentation of the existence of the legal entity or 24 Month Exemption document.

✗ Please submit the following descriptive information: Pictures of the parts that you will use to make the silencer (the pictures should be clear and allow the identification of the parts photographed). Failure to upload additional documentation could lead to the Form 1 being Disapproved.

Attachment restrictions:

1. 20 attachments per form
2. Each attachment can be no larger than 30MB
3. Total file size per submission can be no larger than 600MB
4. Allowed file types:
 - Word (.doc, .docx, .docm)
 - PDF (Portable Document Format)
 - Excel (.xls, .xlsx, .xlsm)
 - PowerPoint Presentation (.ppt, .pps, .pptx, .ppsm)
 - JPG and JPEG (Joint Photographic Expert Group)
 - GIF (Graphics Interchange Format)

File

Choose file

Each attachment can be no larger than 30MB

Document Type
Select a document type

Description

ID	FILE NAME	FILE SIZE (BYTES)	DOCUMENT TYPE	DOCUMENT DESCRIPTION
No data to display				

Total records: 0

Instructions

When the applicant is a trust, corporation or other legal entity, the applicant must attach documentation establishing the existence and validity of the entity, for eForms done via the Electronic Documents screen.

However, under certain conditions, the applicant may not have to file the documentation. 27 CFR 479.63(c) provides that if the applicant entity has had an application approved as maker or transferee within the preceding 24 months of the date of filing this application and there has been no change to the documentation previously provided, in lieu of filing the documentation, the entity may provide a certification that the information has not been changed since the prior approval and shall identify the application for which the documentation has been previously submitted by form number, serial number, and date approved. If the application wishes to claim this exception, this certificate shall be attached as an electronic document to the application submission.

The system required the applicant to select one of two options from the drop-down in the Document Type field to be able to file the application. The applicant must choose either the 'CORPORATION/TRUST/OTHER LEGAL ENTITY' option and attach the documentation or the '24 MONTH DOCUMENT SUBMISSION EXCEPTION' option and attach a document specifying the reason why no documentation of the existence of the trust, corporation or other legal entity is required.

Please note the other Document Types are optional.

- **Verify**

- Please verify that all information has been entered correctly for the entire form.
- Click the box at the bottom that says “I verify all the above information is correct.”
- Click next.

The screenshot shows a form with various fields, many of which are redacted with black boxes. The fields are labeled as follows: Agency Name, Agency Official Name, Agency Official Title, Address 1, City, State, Zip, County, Country, Firearms, Serial Number, Model, Weapon Type, Caliber, Overall Length, and Business Name. At the bottom of the form, there is a checkbox with the text "I verify all the above information is correct" which is circled in black. Below this checkbox are two buttons: "Back" and "Next". A small icon is visible in the bottom right corner of the form area.

Certify

- This is the part of the application where the eForms system will perform a validation of the entered information to ensure that all required information has been entered on the form. You will notice a green banner (as listed below) that says, "The application has validated successfully." If the system determines that there is missing information, a red banner will appear advising "the application has not been validated successfully and has errors." It will also list the section of the application where the error occurs. If there are no errors, you may proceed. If there are errors, please be sure to click on the fields where the error is listed and correct before proceeding.
- Be sure to click the box that certifies that all the information that was entered is, to the best of your knowledge and belief, true, correct and complete under penalties of perjury.
- Click the pay button if you are registering a destructive device. A pop up will appear that will take you to pay.gov to submit your payment for the tax stamp. All silencers, shotguns, short barrel rifles and AOWs will have a \$0 tax as of 01/01/2026.
- Once you have finished with the payment, please click sign and submit. If no payment is required, please proceed with the sign and submit button.

ATF Form 1 (5520-1) - Application to Make and Register a Firearm All Draft Forms will be deleted after 90 days

[Save](#) [Cancel](#) [View PDF](#) [Go Home](#) eForm ID: XXXXXXXXXX

Form 5520-1 Application Applicant Responsible Persons CLEO Line Item Electronic Documents Verify **Certify**

Summary and Confirm Submission

[Click here to view PDF of completed form.](#)

✓ The application has validated successfully.

Certification

* Certify:

☐ Under penalties imposed by 18 U.S.C. 1 924 and 26 U.S.C. 5 5841, I certify that, upon submission of this form to ATF, a completed copy of this form will be directed to the CLEO shown in Item 10, that the statements, or applicable, contained in this certification, and any attached documents in support thereof, are true and correct to the best of my knowledge and belief. NOTE: See instructions 2.D(2) and 2.D(3) for the items to be completed depending on the type of applicant.

Pay, Sign & Submit

Please complete the following two steps to Pay, Sign, and Submit this application.

1 Pay → 2 Sign & Submit

Confirmation

Your application is still in a state.

[Back](#) [Next](#)

- Once the sign and submit button are clicked, a pop-up box will appear asking for your PIN. This is the 4-digit PIN that was entered when registering your eForms account. Click Submit.

The screenshot shows the ATF Form 2 (5320.2) submission interface. A modal window titled 'Validate PIN' is centered on the screen, prompting the user to 'Please Enter your PIN number to submit the form.' with an input field and 'Submit' and 'Cancel' buttons. The background page is titled 'ATF Form 2 (5320.2) - Notice of Firearms Manufactured or Imported' and includes a progress bar with steps: Form 5320.2, Application, Applicant, Line Item, Additional Information, Electronic Documents, and Certify. The 'Certify' step is currently active. Below the progress bar, there is a 'Summary and Confirm Submission' section with a green checkmark indicating 'The application has validated successfully.' and a 'Certification' section with a 'Sign & Submit' button.

- The form is complete. The eForms system will let you know that your form was successfully submitted and will also give you your control number for your application.

The screenshot shows the ATF eForms dashboard. A modal window titled 'Information' is displayed, stating 'Your form has been successfully submitted. Your application number is: 2025659922' with an 'Ok' button. The background shows the 'My Forms' section with a list of forms and their status filters. The status filters on the left include: ABANDONED, APPROVED, CONDITIONALLY APPROVED, DISAPPROVED, DRAFT, NO PERMIT REQUIRED, PARTIALLY APPROVED, PENDING RESEARCH, RETURNED FOR CORRECTION, RETURNED WITHOUT ACTION, REVOKED, SUBMITTED/IN PROCESS, WITHDRAWN, and VOID. The forms listed include ATF Form 6, ATF Form 6A, ATF Form 1, ATF Form 2, ATF Form 3, ATF Form 4, ATF Form 5, ATF Form 9, ATF Form 10, ATF Form 11, and ATF Form 12.

Please note: Your eForm 1 will now be placed in your submitted/in process folder, which can be located by clicking on the form status drop down on your eForms dashboard, and choosing submitted/in process. Then choose the type of form from the drop down and click search.

Helpful Tips

- When submitting your eForm 1 for review, all responsible people will go through a background process. Although ATF does not require the SSN to be given, not providing it will cause delays in the background process.
- Once the eForm has been submitted, there is no way to modify or change the form for any reason. You will need to withdraw the form and start again. Withdrawing the form will automatically initiate the refund process if there is a payment attached.
- Please remember that if you are not attaching the fingerprint cards as an EFT file when completing the eForm 1, you will receive an email with instructions on how to send in your fingerprint cards to the NFA Division. Please remember you only have 10 business days for the NFA Division to receive those fingerprint cards before your form could possibly be disapproved. Once the form has been submitted, you will not be able to attach an EFT file.
- If your eForm was put into the pending research category, that does not mean you did anything wrong. It just simply means that we do not have a particular weapon combination in our system yet. Our specialist looks at each pending research entry that comes in and verifies the information and adds to our system so that the next time you/someone else submits that weapon combination, it will already be placed in our system. Once the combination has been added to our system, your eForm will go into a submitted in-process status.

If you are still experiencing issues with submitting your eForm after following the above guide, please reach out to our experts at the “ask the experts” tab at the top of your eForms account.