

eForm 2 Submission Guide (Manufacture)

January 2025

Form 2

This guide is to provide information to the ATF eForms user on how to successfully file the eForm 2 for firearms that were manufactured as a Type 07 or a Type 10 federal firearms licensee, who has also paid the SOT (special occupational tax) as an NFA manufacturer of firearms. **Any FFL engaging in the business of NFA weapons must have an SOT (special occupational tax) for each license with which they intend to do NFA business. For example: if an FFL has 2 licenses at the same location and they plan to engage in NFA weapons with both licenses, an active SOT must be purchased for each license.**

Please note: before an eForms user files an eForm 2, they must have received an approval of the FFL and the EIN associations for their eForms account. This process allows the NFA inventory to be placed with the correct FFL/SOT holder.

- **Select Form**

- After logging into your eForms account, please click on the Form 2 icon, located on your dashboard, to select it.



- **Intended Use of Form**
- Review the information. Then click the Next button to proceed.

ATF Form 2 (5320.2) - Notice of Firearms Manufactured or Imported ⓘ All Draft Forms will be deleted after 90 days

Save Cancel View PDF Go Home Click here for instructions

Form 5320.2 Application Applicant Line Item Additional Information Electronic Documents Certify

Intended Use of Form

This form is to be used to register NFA firearms manufactured or imported. To file it electronically, the filer must be a qualified importer or manufacturer. A qualified manufacturer is a person with an active Federal firearms license (FFL) as a manufacturer (Type 07 or 10) and has paid the NFA special tax as a manufacturer (Class 2). A qualified importer is a person with an active Federal firearms license (FFL) as an importer (Type 08 or 11) and has paid the NFA special tax as an importer (Class 1).

A manufacturer must file the Form 2 no later than the close of the next business day after the manufacture of the firearm or firearms. An importer shall file the Form 2 no later than 15 days from the date the firearm was released from Customs custody.

Any documentation must be submitted electronically with the eForms notice. 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, the applicant shall select 'OTHER' and describe the type of documentation in the corresponding field.

Back Next

Note: Notice that once you click “next” on the intended use of form, the eForms system will then create an eForms id (located in the top right-hand corner of the screen) See highlighted section below.

ATF Form 2 (5320.2) - Notice of Firearms Manufactured or Imported ⓘ All Draft Forms will be deleted after 90 days

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

Form 5320.2 Application Applicant Line Item Additional Information Electronic Documents Certify

- **Application**
- Choose the FFL from the drop-down menu. Once chosen, the expiration, EIN and SOT class will auto fill.
- Choose type of Notice. For example: manufactured or imported.
- Click Next

ATF Form 2 (5320.2) - Notice of Firearms Manufactured or Imported ⓘ All Draft Forms will be deleted after 90 days

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

Form 5320.2 Application Applicant Line Item Additional Information Electronic Documents Certify

Applicant License

FFL Exp. Date EIN SOT Class

Select FFL/TEL... [REDACTED] [REDACTED] [REDACTED]

Notice Information

Type of Notice

a. Firearms on this Notice are (check one):

☒ Manufactured ☐ Imported (complete b & c)

b. Permit Number [REDACTED] c. Expiration Date MM/DD/YYYY [REDACTED] Find Permit

Application

Internal Control Number [REDACTED]

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- **Applicant**

- The applicant information is auto populated based on the FFL selection in the previous screen. Once the information has been confirmed, please click the Next button to proceed.

ATF Form 2 (5320.2) - Notice of Firearms Manufactured or Imported All Draft Forms will be deleted after 90 days

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

Form 5320.2 Application Applicant Line Item Additional Information Electronic Documents Certify

Applicant

Business Type ☐ Corporation or other legal entity ☐ Partnership ☒ Sole Proprietor

Licensee Name / Corporation / Other Legal Entity [REDACTED]

Country [REDACTED]

Address Line 1 [REDACTED]

Address Line 2 [REDACTED]

Zip Code [REDACTED] H4 [REDACTED] City [REDACTED] County [REDACTED] State [REDACTED]

Telephone [REDACTED] Ext. [REDACTED] Email [REDACTED]

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 2 (5320.2) - Notice of Firearms Manufactured or Imported All Draft Forms will be deleted after 90 days

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

Form 5320.2 Application Applicant Line Item Additional Information Electronic Documents Certify

Line Item

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

Add Firearm Print Line Items

View [REDACTED]

Status	ID	Manufacturer	Type	Product Type	Model	Unit	Caliber	Quantity	Barrel Length	Overall Length	Serial Number	Description	ATT	Actions
No data to display														

Total records: 0

Back Next

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

- Please enter the name of the manufacture 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.

ATF Form 2 (5320.2) - Step 1: Manufacturer

Save Line Items | Select from templates

Manufacturer

By Manufacturer Name ☒ By Manufacturer Code

Manufacturer Name:

Marked on the Firearm:

Verify Manufacturer | Clear

Manufacturer Country:

* A manufacturer and country must be selected and validated before moving to the next step.

If you are converting an existing firearm into an NFA firearm, such as by making a conventional rifle into a short barreled rifle or converting a semiautomatic firearm into a machinegun, please enter the original manufacturer's information by clicking on the 'Clear' button. You will still be shown as the registrant for the purposes of the NFA, but the registry will reflect the original manufacturer of the firearm.

Back | Next | Cancel

Step 1

Line Item Summary

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

- Select product type, model, caliber, unit of measurement, quantity, length of barrel and overall length. 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.

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.

ATF Form 2 (5320.2) - Step 2: Detail

Product Type:

Model:

Caliber:

Unit of Measure:

Quantity:

Length of Barrel (in.):

Overall Length (in.):

Description:

Save As New Template

Back | Next | Cancel

Step 2

Line Item Summary

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

Some helpful tips for each product type when registering on eForm 2:

Machine Guns:

*If the machine gun is completed, a specific caliber must be given.

*If a trigger pack, bolt, or sear, a caliber can be entered as "N/A"

Short Barreled Rifles:

*Barrel length must be less than 16' to be an NFA weapon.

*Short Barrel Rifles must be completed, no receiver only. Must contain barrel and overall length.

*Overall Length is always stock extended, not folded.

Short Barreled Shotguns:

*Barrel length must be less than 18' to be an NFA weapon.

* Short Barrel Shotguns must be completed, no receiver only. Must contain barrel and overall length.

Silencers:

*All registered silencers are required to list a caliber.

*All registered silencers are required to list an overall length.

Destructive Devices:

*To manufacture a destructive device, the FFL must have a Type 10 license

- Please follow the directions on how to enter the serial numbers. Click generate serial numbers. The serial numbers will generate at the bottom. Click next.

Note: If a serial number begins with a "0", the eForms system will not recognize the "0" as an actual start to the serial number. The "0" will drop off. For example: if you have a serial number of 001, when you generate the serial number, it will show as 1, not 001. If you choose to register your weapons via eForms, our suggestion is to add a letter (such as an A, in this example) before the "0" so that you can add the letter and the "00" as part of the prefix so the serial number would show as A001.

The screenshot displays a software interface for entering serial numbers. The main window is titled 'Serial Numbers' and shows 'Number of Serial Numbers Entered: 0'. A sidebar on the right, titled 'Step 2', contains a 'Line Item Summary' with fields for Manufacturer, Model, Product Type, Caliber, Barrel Length (in), Overall Length (in), and Serial Number. The main form area includes a 'How to enter serial numbers' section with four numbered instructions. Below this are input fields for Prefix, Starting Number, Ending Number, and Suffix, along with a 'Generate Serial Numbers' button. A 'Print Serial Numbers' button is also present. At the bottom, there is a 'View' button, a 'Serial Number' search field, a 'Delete Selected' button, and a 'Select All' button. The interface also shows 'Total records: 0' and navigation buttons like 'Back', 'Next', and 'Cancel'.

- The Next screen is for any attachments that you need to upload related to the weapon, such as photos, or any other information that needs to be shared with us. Click finish. Weapon information will populate in table in line item. 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, .docm)
 - 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)

File

Choose 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				

Total records: 0

Additional Information

- The number of firearms will auto populate based off the number of firearms entered in the previous screen. Enter the date of manufacture and click next.

Form 5320 Application Applicant Line Item **Additional Information** Electronic Documents Certify

Number of Firearms Covered by this Notice
4

Date of Manufacture

Electronic Documents

- Enter any additional documents in this section that you may need to, such as an approved Form 6A if importing weapons, or an approved marking variance. Click Next when finished. If there are no documents to upload, click next.

Save Cancel View PDF Go Home

eForm ID: [REDACTED]

Form 5320.2 Application Applicant Line Item Additional Information **Electronic Documents** Certify

Electronic Documentation

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:
 - o Word (.doc, .docx, .docm)
 - o PDF (Portable Document Format)
 - o Excel (.xls, .xlsx, .xlsm)
 - o PowerPoint Presentation (.ppt, .pps, .pptx, .ppsx)
 - o JPG and JPEG (Joint Photographic Experts Group)
 - o GIF (Graphics Interchange Format)

File

Choose file:

Each attachment can be no larger than 30MB

Document type
Select a document type

Description

View

ID	FILE NAME	FILE SIZE (BYTES)	DOCUMENT TYPE	DOCUMENT DESCRIPTION
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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 Sign and Submit.

The screenshot shows the final steps of the ATF Form 5320.2 submission process. At the top, the title is "ATF Form 5320.2 - Notice of Firearms Manufactured or Imported" with a red warning: "All Draft Forms will be deleted after 90 days". Navigation buttons include "Save", "Cancel", "View PDF", and "Go Home". A progress bar shows the steps: Application, Applicant, Line Item, Additional Information, Electronic Documents, and Certify. The "Summary and Confirm Submission" section includes a link to view the PDF of the completed form and a green confirmation message: "✓ The application has validated successfully." The "Certification" section contains a checkbox for "I Certify" and a statement: "UNDER PENALTIES OF PERJURY, I DECLARE that I have examined this notice of firearms manufactured, reactivated or imported and, to the best of my knowledge and belief, it is true, correct and complete." Below this is a "Sign & Submit" button. The "Confirmation" section states: "Your application is still in a DRAFT state." At the bottom are "Back" and "Next" buttons.

- Once the sign and submit button is 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 submission interface. At the top, a navigation bar includes links for Home, My Profile, FAQ, All The Experts, and User Administration. Below this, a header for 'ATF Form 2 (5320.2) - Notice of Firearms Manufactured or Imported' is displayed, along with a warning: 'All Draft Forms will be deleted after 90 days'. A progress bar indicates the steps: Form 5320.2, Application, Applicant, Live Form, Applicant Information, Electronic Document, and Certify. The main content area is titled 'Summary and Confirm Submission' and includes a green success message: 'The application has submitted successfully'. A 'Certification' section contains a checkbox for 'I DECLARE that I have examined this notice of firearms manufactured, reactivated...' and a 'Sign & Submit' button. A 'Confirmation' section states 'Your application is still in a DRAFT state' with 'Back' and 'Next' buttons. A 'Validate PIN' dialog box is overlaid in the center, prompting the user to 'Please Enter your Pin number to submit the form.' with a text input field and 'Submit' and 'Cancel' buttons.

- 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 displays the 'My Forms' dashboard. On the left, a sidebar lists various form statuses: 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 main area shows a grid of form thumbnails, each labeled with its type and number (e.g., ATF Form 8, ATF Form 6A, ATF Form 1, etc.). A red warning banner at the top states: 'All draft NFA forms (Forms 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12) will be deleted 90 days after creation.' An 'Information' dialog box is open in the center, displaying the message: 'Your form has been successfully submitted. Your application number is [redacted]' with an 'Ok' button.