

Federal Firearms License (FFL) RENEWAL Application

November 1, 2011

FFL no.: 4-55-003-20-1L-12345

FFL Type: 01-DEALER IN FIREARMS OTHER THAN DESTRUCTIVE DEVICES

Renewal application DUE PRIOR TO: November 1, 2011

RENEWAL FEE DUE: \$90.00

CHECK OR MONEY ORDER AMOUNT ENCLOSED (made payable to ATF) \$

AMOUNT AUTHORIZED TO BE CHARGED TO THE CREDIT/DEBIT CARD: \$

MAIL APPLICATION & PAYMENT TO:
ATF
P.O. Box 409567
Atlanta, GA 30384-9567

I am requesting that a Letter of Authorization (LOA) be sent to me so I may continue the business/operations authorized by my license until my renewal application is processed and approved.

Method of Payment (Check one):

Check (Enclosed) Cashier's Check or Money Order (Enclosed)

Visa MasterCard American Express Discover Diner's Club

Credit/Debit Card Number

Expiration Date M M Y Y Name as it appears on the credit/debit card

Credit/Debit Card Billing Address

Signature of Cardholder Date

Your credit/debit card will be charged the above stated amount upon receipt of your application and a charge from ATF Licensing Fee will be reflected on your credit/debit card statement. In the event a license/permit is NOT issued, the above amount will be credited to the credit/debit card noted above.

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NOT RENEWING?

1. Return this application and your firearms records within 30 days of discontinuance of your business to:
ATF Out-of-Business Records Center
244 Needy Road
Martinsburg, WV 25405
1(800)788-7133, x1590
(Collector's of Curios or Relics are NOT required to send their firearms records to ATF.)

2. Check the box below and sign & date on the line provided.

I am NOT renewing my license and will submit my records to ATF. I understand I may NOT engage in the business or operations authorized by my license on or after the expiration date of the license.

Signature Date

A. CURRENT FFL Information

FIREARMS LICENSEE
Licensee Name (NAME of Corporation, Partnership, OR Sole Proprietor)

Trade or Business Name*

PREMISES Address (Physical location of business or collection) **123 ANY RD ANYTOWN, WV 25405-0000**

MAILING Address (The renewed license will be mailed to this address) **123 ANY RD ANYTOWN, WV 25405-0000**

Telephone Number (business)
Telephone Number (fax)

24-hour Emergency Telephone Number

E-mail Address

Check here for a change to your current FFL Information AND complete the appropriate box below with the updated information.

NEW Licensee Name - Federal firearms licenses (FFLs) are NOT transferable. If there has been a CHANGE in ownership of the firearms business or collection activity, you may NOT use this form to obtain a renewed license. You MUST file a NEW application.

NEW Trade or Business Name

NEW Premises Address**

NEW Mailing Address

NEW Telephone Number (business)
NEW Telephone Number (fax)

NEW 24-hour Emergency Telephone Number

NEW E-mail Address

** You may NOT operate your business or conduct your collection activity at the NEW premises address until you have received a NEW License reflecting your new address.

* Listing your trade or business name with ATF in no way registers such a name, you MUST comply with Federal, State, and local laws regarding trade or business name registration.

B. HOURS OF OPERATION. Please indicate AM for morning hours and PM for afternoon/evening hours when stating your business hours.

NOTE: You do NOT have to list hours of operation if you are a Collector or Gunsmith. If this applies to you, please check the appropriate box below.

Collector of Curios or Relics Gunsmithing activities ONLY

TIME	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open							
Close							

Closed ALL day NO business hours. Closed ALL day NO business hours. Closed ALL day NO business hours. Closed ALL day NO business hours. Closed ALL day NO business hours. Closed ALL day NO business hours. Closed ALL day NO business hours.

WARNING: You may NOT continue the operations authorized by your Federal firearms license (FFL) on or after the expiration date of your license UNLESS you have filed this renewal application PRIOR TO November 1, 2011. There are criminal penalties for continuing your firearms business or collectors' activities without renewing your license.

FFL No.: **4-55-003-20-1L-12345**

FFL Name: **FIREARMS LICENSEE**

FFL Type: **01-DEALER IN FIREARMS OTHER THAN DESTRUCTIVE DEVICES**

Premises Address: **123 ANY RD
ANYTOWN, WV 25405-0000**

Expiration Date: **November 1, 2011**

C. Answer questions 1 - 7 by checking "yes" or "no" in the boxes to the right of the questions.

Check Yes or No

1. Is the firearms or ammunition activity to be conducted under the Federal firearms license (FFL) at the "premises address" shown above and on the front of this renewal application permitted by State and local law?	<input type="checkbox"/>	<input type="checkbox"/>
2. Within thirty days after this application has been approved, will the firearms or ammunition activity comply with the requirements of State and local law applicable to the conduct of the firearms or ammunition business or collection of curios or relics?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the requirements of State and local law that are applicable to the firearms or ammunition activity or collection of curios or relics, be met prior to the start of the business or collection activity?	<input type="checkbox"/>	<input type="checkbox"/>
4. Has a completed COPY of this renewal application form (front & back) been sent or delivered to the Chief Law Enforcement Officer (CLEO) of the locality in which the premises are located? Date sent: _____ CLEO's Name & Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
5. As required by 18 U.S.C. 923(d)(1)(G), will secure gun storage or safety devices be made available at any place in which firearms are sold under the Federal firearms license (FFL) to persons who are NOT licensees. Write "n/a" if you are a Collector of Curios or Relics or a Manufacturer of Ammunition.	<input type="checkbox"/>	<input type="checkbox"/>
6. Responsible persons who are nonimmigrant aliens have completed sections A, C, and D of and have signed ATF Form 5330.34, and this form(s) is being submitted with this application. United States citizens do not have to submit this form.	<input type="checkbox"/>	<input type="checkbox"/>
7. Are there any new responsible persons to be added and/or any responsible persons to be removed from the license? If yes, please attach a separate sheet of paper to provide their identifying information as listed in #3 on the application Instruction Sheet that accompanied this application.	<input type="checkbox"/>	<input type="checkbox"/>
8. If you are a firearms dealer, pawnbroker, manufacturer, importer, or collector of curios or relics: a. How many firearms have you bought or acquired with your firearms license over the past 3 years? If none, enter '0'. <input type="text"/> * If you hold multiple FFLs, please only indicate the number of firearms relating to this FFL you are renewing. b. How many firearms have you sold or disposed of with your firearms license over the past 3 years? If none, enter '0'. <input type="text"/> * If you hold multiple FFLs, please only indicate the number of firearms relating to this FFL you are renewing. (Write "n/a" if you are solely a gunsmith or a manufacturer of ammunition.)	FIREARMS LICENSEE 123 ANY RD ANYTOWN, WV 25405-0000 MAILING ADDRESS	

D. The following questions apply to YOU and to any other person who has the power to direct the management and policies of your firearms activities. Answer questions 8 - 18 by checking "yes" or "no" in the boxes to the right of the questions.

Check Yes or No

9. Are you charged by information or under indictment in any court for a felony or any other crime for which the judge could imprison you for more than one year? An "information" is a formal accusation of a crime made by a prosecuting attorney.	<input type="checkbox"/>	<input type="checkbox"/>
10. Have you ever been convicted in any court of a felony or any other crime for which the judge could have imprisoned you for more than one year, even if you received a shorter sentence, including probation?	<input type="checkbox"/>	<input type="checkbox"/>
11. Are you presently appealing a conviction of a crime punishable by imprisonment for a term exceeding one year? (If "yes," attach an explanatory statement showing date of conviction, court in which convicted, and court in which appeal is pending.)	<input type="checkbox"/>	<input type="checkbox"/>
12. Are you a fugitive from justice?	<input type="checkbox"/>	<input type="checkbox"/>
13. Are you an unlawful user of or addicted to marijuana or any depressant, stimulant, narcotic drug, or any other controlled substance?	<input type="checkbox"/>	<input type="checkbox"/>
14. Have you ever been adjudicated mentally defective, (which includes a determination by a court, board, commission, or other lawful authority that you are a danger to yourself or to others or are incompetent to manage your own affairs) OR have you ever been committed to any mental institution?	<input type="checkbox"/>	<input type="checkbox"/>
15. Have you been discharged from the Armed Forces under dishonorable conditions?	<input type="checkbox"/>	<input type="checkbox"/>
16. Are you an alien illegally or unlawfully in the United States?	<input type="checkbox"/>	<input type="checkbox"/>
17. Have you ever renounced your United States citizenship?	<input type="checkbox"/>	<input type="checkbox"/>
18. 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?	<input type="checkbox"/>	<input type="checkbox"/>
19. Have you been convicted in any court of a misdemeanor crime of domestic violence? This includes any misdemeanor conviction involving the use or attempted use of physical force committed by a current or former spouse, parent, or guardian of the victim or by a person with a similar relationship with the victim.	<input type="checkbox"/>	<input type="checkbox"/>

Under penalties imposed by 18 U.S.C. 924, I certify that the statements contained in this renewal application, and any attached statements, are true and correct to the best of my knowledge and belief.

Authorized Signature: _____ Title: _____ Date: _____
PRINTED NAME of signature above: _____ Telephone no.: _____

PAPERWORK REDUCTION ACT NOTICE

This request is in accordance with the Paperwork Reduction Act of 1995. The information collection is used to determine location and extent of operations, and to determine whether the operations will be in conformity with Federal laws and regulations. The information requested is required to retain a benefit and is mandatory by statute (18 U.S.C. 923)

The average burden associated with this collection is 25 minutes per respondent or recordkeeper, depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to Reports Management Officer, Document Services Branch, Bureau of Alcohol, Tobacco, Firearms and Explosives, Washington, DC 20226.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

FOR ATF USE ONLY - Application Status

Approved Abandoned Withdrawn Signature of Licensing Official: _____ Date: _____
Denied Reason for Denial: _____ ATF Form 8 (5310.11) Part II
Revised () 2011

Instruction Sheet for ATF Form 8 (5310.11) Part II
(Do not return this sheet when submitting your renewal form)

1. All responses should be TYPED or PRINTED with an ink pen. Sign in ink the signature block on the back of the form. Any additional sheets must be attached to the renewal form and write name, address, and social security number at the top of each page. Identify the question being answered on each attached sheet.
2. Issuance of your license will be delayed if the fee is not included or incorrect, or if the form is incomplete or otherwise improperly prepared.
3. This is a renewal application for a collector of curios and relics license. Upon approval, the license will entitle you to acquire firearms, classified as curios or relics, in interstate or foreign commerce. You may dispose of curios and relics to any person, not otherwise prohibited by the Gun Control Act of 1968, residing within your state, and to any other Federal firearms licensee in any state. It must be emphasized that the collector's license being applied for pertains exclusively to firearms classified as curios and relics, and its purpose is to facilitate a personal collection. you may **NOT** engage in the business of buying and selling curios and relics under this license.
4. A Certificate of Compliance (ATF Form 5330.20) must be included for all new Responsible Persons being added to the license with submission of this renewal application. A Certificate of Compliance is not needed for any existing Responsible Persons. This form can be obtained at www.atf.gov/forms or by contacting the ATF Distribution Center at (202)648-6420.
5. Applicants must submit a copy of the completed renewal application to the Chief Law Enforcement Officer (CLEO) of the locality in which the premises sought to be licensed are located. Item C4 requires certification that the CLEO has been notified.
6. A license issued under 18 U.S.C. Chapter 44: is **NOT** a license to carry, use, or possess a firearm; and confers **NO** right or privilege to conduct an activity contrary to state or other law.
7. The certification of the renewal form must be signed by the owner, a partner, or in the case of a corporation, association, etc., by an officer duly authorized to sign for the applicant.
8. In most cases, ATF will contact you prior to issuance of a license. If you do not qualify for renewal, you will be advised in writing of the reasons for denial and your renewal application fee will be refunded.
9. Applicants intending to engage in the firearms business are required to be licensed under 18 U.S.C. 923. Such persons need to complete ATF Form 7. Contact the Federal Firearms Licensing Center at (866)662-2750 for further information.

Privacy Act Information

The following information is provided pursuant to Section 3 of the Privacy Act of 1974 (5 U.S.C. 552 a (e)(3)):

1. **Authority.** Solicitation of this information is authorized pursuant to 18 U.S.C. 923 (a) of the Gun Control Act of 1968. Disclosure of this information is mandatory if the applicant wishes to obtain a Federal Firearms License. **System of records notice (SORN) Justice/ATF-008 Regulatory Enforcement Record System FR Vol. 68 No. 16 3558 dated January 24, 2003.**
2. **Purpose.** To determine the eligibility of the applicant to obtain a Collector's License, the ownership of the activity, and the identity of the responsible persons in the activity.
3. **Routine Uses.** The information will be used by ATF to make determinations set forth in paragraph 2. In addition, information may be disclosed to other Federal, State, foreign, and local law enforcement and regulatory agency personnel to verify information on the application and to aid in the performance of their duties with respect to the enforcement and regulation of firearms and/or ammunition where such disclosure is not prohibited by law. The information may further be disclosed to the Justice Department if it appears that the furnishing of false information may constitute a violation of Federal law. Finally, the information may be disclosed to members of the public in order to verify the information on the application when such disclosure is not prohibited by law.
4. **Effects of Not Supplying Information Requested.** Failure to supply complete information will delay processing and may result in denial of the application.
5. **Disclosure of Social Security Number.** Disclosure of the individual's social security number is voluntary. Under 18 U.S.C. 923 (a), ATF has the authority to solicit this information. The number may be used to verify the individual's identity. See Section 7(b) of the Privacy Act.

Paperwork Reduction Act Notice

This request is in accordance with the Paperwork Reduction Act of 1995. The information collection is used to determine the eligibility of the applicant to engage in certain operations, to determine location and extent of operations, and to determine whether the operations will be in conformity with Federal laws and regulations. The information requested is required to obtain or retain a benefit and is mandatory by statute (18 U.S.C. 923).

The estimated average burden associated with this collection is 1 hour and 15 minutes per respondent or recordkeeper, depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to Reports Management Officer, Document Services Branch, Bureau of Alcohol, Tobacco, Firearms and Explosives, Washington, DC 20226.

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