The Commonwealth of Massachusetts Criminal History Systems Board Firearms Records Bureau

Firearms Transaction Form (includes sale/rental/lease or lost/stolen)



Important!

Please read the instructions below and on the reverse side of this sheet before completing the form.

GENERAL INSTRUCTIONS

1. Please use a <u>black ink ball point pen.</u> * Print in **CAPITAL LETTERS** and press firmly to produce legible copies. Do not use pencil or any other colored inks.

Note: The information you record on this form will be optically scanned into the Firearms Records Bureau Database. Make sure that each letter and number recorded in each box are recorded and printed within its box. Please pay special attention when recording the letter "S" and the number "5".

Do not use any loops or swirls in your letters or numbers.

- 2. Always include prefix or suffix letters when recording the license to carry firearms or firearms identification card number where applicable.
- 3. If the weapon is large capacity (please refer to Chapter 180 of the Acts of 1998 for a definition of Large Capacity Weapon), please put an "X" in the box marked "X if Lg Capacity" in the weapons information section.
- 4. All purchasers must be at least 18 years of age and possess a firearms identification card when purchasing rifles and shotguns. Purchasers of firearms (pistols and revolvers) must have either a class A license to carry firearms or a class B license to carry firearms and be at least 21 years of age.
- 5. Recording the social security number under the buyer purchaser information section is optional.
- 6. The Firearms Records Bureau copy (top copy only) must be returned within 7 days of transfer to the Firearms Records Bureau, 200 Arlington Street Suite 2200, Chelsea MA, 02150.

INSTRUCTIONS CONTINUED

PERSON TO PERSON TRANSFER INSTRUCTIONS

Note: No person to person interstate transactions are allowed using this form. Consult a gun dealer.

- 1. Seller: put an "X" in the box for **personal transfer** located at the top left corner of the form.
- 2. Seller: complete the **seller** and **weapon information** sections of the form.

Note A: The federal firearms dealer license number and state firearms dealer license number boxes <u>do not</u> have to be completed.

Note B: If entering your personal name, enter last name (space), first name (space) and middle initial.

- 3. Seller: sign on the **seller's signature** line located at the bottom of the form.
- 4. Buyer/purchaser: complete the **buyer/purchaser** section of the form.
- 5. Buyer/purchaser: sign on the **buyer's signature** line located at the bottom of the form.

REGISTRATION INSTRUCTIONS

- 1. Seller: put an "X" in the box for **registration** located at the top left corner of the form.
- 2. Complete the **weapon information** and the **buyer/purchaser information** sections of the form.
- 3. Sign on the **buyer's signature** line located at the bottom of the form.

REPORTING LOSS/THEFT INSTRUCTIONS

- 1. Put an "X" in the box for **loss** or **theft** located at the top right corner of the form.
- 2. Complete the **weapon information** and the **buyer/purchaser information** sections of the form.
- 3. Sign on the **buyer's signature** line located at the bottom of the form.

DEALER INSTRUCTIONS

- 1. Enter **dealer control number** (if applicable) in the box located at the top right corner of the form. <u>DO NOT</u> enter a check mark in any of the **check if reporting** boxes located at the top left corner of the form.
- 2. Complete the **seller information** (use your dealer business name if applicable), **weapon information** and the **buyer/purchaser information** sections of the form.

Note A: If you don't have a business name, enter your last name (space), first name (space) and middle initial.

Note B: The following must be entered on to the form by all firearms dealers:

- Business name or applicable last name, first name, middle initial;
- Complete federal firearms dealer license number;
- Complete state dealer license number;
- The city or town where your business is licensed. Do not put MA or Massachusetts after the city or town.
- 3. Buyer: sign on the **buyer's signature** line located at the bottom of the form.
- 4. Dealer or designee: sign on the **seller's signature** line located at the bottom of the form.

CODES

Race:	Eye Color:		Hair Color:	
A - Asian B - Black I - Indian W - White U - Unknown	BLK - Black BLU - Blue BRO - Brown GRN - Green GRY - Gray	HAZ - Hazel MAR - Maroon MUL - Multicolored PNK - Pink	BLD - Bald BLK - Black BLN - Blonde BRO - Brown GRN - Green ONG - Orange	GRY - Gray RED - Red/Auburn SDY - Sandy WHI - White PLE - Purple PNK - Pink
			XXX - Unknown	
Code Instructions			I or Compl	etely bald

Race Code Instructions:

- A Asian or Pacific Islander a person having origins in any of the original peoples of the Far East, southeast Asia, the Indian sub-continent or the Pacific Islands.
- B Black a person having origins in any of the black racial groups of Africa.
- I American Indian or Alaskan Native a person having origins in any of the original peoples of the Americas and who maintains cultural identification through tribal affiliations or community recognition.
- W White a person having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- U Unknown.

Hispanics should be entered with the race code most closely representing the individual.



The Commonwealth of Massachusetts Criminal History Systems Board Firearms Record Bureau Firearms Sale/Rental/Lease Transaction Form



No.

Check if reporting:
{ } Loss { } Registration

FA Trans. No.

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Dealer/S	Seller City	or Town																						
Dodione	Dealer/Seller City or Town WEAPON INFORMATION																							
Make:	, .	Brownir	ng.	{ } Co	olt	/ \ D	Remingtor		{ } Ri	Igor	1.1	Sig Sauer		{ } SW	,	{ } Wind	phoetor	,	\ Othor	(Plages	specify in	the boye	as bolow)	
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The Commonwealth of Massachusetts Criminal History Systems Board Firearms Record Bureau



No.

Check if reporting:
{ } Loss { } Registration
{ } Theft { } Personal Transfer

Firearms Sale/Rental/Lease Transaction Form (Please read the accompanying instructions sheet before completing this form).

FA Trans. No.

Dealer Ctrl. No.

SELLER INFORMATION

Dealer (Bus	siness)/Seller N	lame If entering by yo	ur personal name, ente	by last name (space	e), first name (space), a	and middle initial.							
Federal Fire	earms Dealer L	icense Number (Do Not U	lse Dashes)		Seller FID/LTC Number (If Not Dealer) - Include all letters								
State Firea	rms Dealer Lice	ense Number (Do Not Use	Dashes)										
Dealer/Sell	er City or Town			VA/IT /	ADON INICO								
					APON INFO								
Make:	{ } Browni	ng { } Colt	{ } Remington	{ } Ruger	{ } Sig Sauer	{ } SW	{ } Winchester	{ } Other (Ple	ase specify	in the box	tes below)		
Model							Type: { } Hand	gun { } Rifle	, {}	Shotgun	{ } Machine Gui		
Model											{ } Caliber { } Gauge { } MM		
Firearm Se	rial Number						Firearm Caliber/Gauge/Millimeter						
Barrel Leng	gth	Firearm Surface	Finish			"X" If Lg Capacity	Date of Sale/Loss/T	heft/Registration/T	ransfer				
				B UYER/Pl	JRCHASER	INFORMA	TION						
Firearms Li	icense/FID/Ider	itification Number - Includ	e all letters at the beginr	ning & end of the LTC	:/FID number		Social Security Nur	nber - Optional (Do	Not Use D	ashes)			
Last Name													
First Name								M	ı.l.	Suffix	(e.g., Jr, III)		
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Date of Birt	th			Place	e of Birth (Name of Sta	te or Foreign Country	Color Codes can be found						
Race	Sex	Height (in Ft. &	ln.) We	ight (in Pounds)	Eye Color		Hair Color	accompa	anying instru	action shee	t.		
Street Addr	ress												
City or Tow	n or Residence												
				+									
State		Zip Code											
Occupation	1												
Employer N	Name												
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Seller's Sig	mature				В	uyer's Signature							



The Commonwealth of Massachusetts **C**riminal History Systems Board **F**irearms Record Bureau



No.

Check if reporting:
{ } Loss { } Registration
{ } Theft { } Personal Transfer

Employer Name

Seller's Signature

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FA Trans. No.

Dealer Ctrl. No.

		S	ELLER INFO	RMATION									
Dealer (Business)/Seller Name	If entering by your personal na	ame, enter by last name (sp	pace), first name (space), a	and middle initial.									
Federal Firearms Dealer License	e Number (Do Not Use Dashes)	Seller FID/LTC Number (If Not Dealer) - Include all letters											
ate Firearms Dealer License Number (Do Not Use Dashes)													
Dealer/Seller City or Town													
		W	EAPON INFO	RMATION									
Make: { } Browning	{ } Colt { } Remi	ngton { } Ruger	{ } Sig Sauer	{ } SW	{ } Winchester	{ } Other (Please s	pecify in the boxes be	elow)					
Madal					Type: { } Hand	gun { } Rifle	{ } Shotgun { }	Machine G					
Model Firearm Serial Number					Firearm Caliber/Gat	uge/Millimeter		{ } Caliber { } Gauge { } MM					
Barrel Length	Firearm Surface Finish			"X" If Lg Capacity	Date of Sale/Loss/Theft/Registration/Transfer								
		B UYER/	PURCHASER	RINFORMA	TION								
Firearms License/FID/Identificati	ion Number - Include all letters at	Social Security Nun	Social Security Number - Optional (Do Not Use Dashes)										
Last Name													
First Name						M.I.	Suffix (e.g	., Jr, III)					
Date of Birth		F	Place of Birth (Name of Sta	ate or Foreign Country))	Color Codes ca	, Eye Color & Hair an be found on the instruction sheet.						
Race Sex	Height (in Ft. & In.)	Weight (in Pounds)	Eye Color		Hair Color	accompanying	msu ucuon sneet.						
Street Address													
City or Town or Residence		+											
State Zip C	Code												
Occupation													

Buyer's Signature