

## FFL RECORD RETENTION REFERENCE GUIDE

Record	Retention Time
<b>DEALER</b>	
Dealer's Acquisition and Disposition Record <span style="float: right;">27 CFR 478.125(e)</span>	<b>20 years*</b> 27 CFR 478.129(e)
Firearms Transaction Record - ATF Form 4473 Firearm Transfers <span style="float: right;">27 CFR 478.124</span>	<b>20 years*</b> 27 CFR 478.129(b)
Firearms Transaction Record - ATF Form 4473 NICS Check Without Transfer <span style="float: right;">27 CFR 478.124</span>	<b>5 years</b> 27 CFR 478.129(b)
Report of Multiple Sale or Other Disposition of Pistols and Revolvers – ATF Form 3310.4 Attached to pertinent ATF Form 4473 <span style="float: right;">27 CFR 478.126(a)</span>	<b>5 years</b> 27 CFR 478.129(c)
Federal Firearms Licensee Theft/Loss Report – ATF Form 3310.11 <span style="float: right;">27 CFR 478.39(a)</span>	<b>5 years</b> 27 CFR 478.129(c)
<b>MANUFACTURER</b>	
Manufacture/Acquisition Records <span style="float: right;">27 CFR 478.123(a-d)</span>	<b>Forever</b> 27 CFR 478.129(d)
Disposition Records <span style="float: right;">27 CFR 478.123(a-d)</span>	<b>20 years*</b> 27 CFR 478.129(d)
<b>IMPORTER</b>	
Importation/Acquisition <span style="float: right;">27 CFR 478.122(a-d)</span>	<b>Forever</b> 27 CFR 478.129(d)
Disposition Records <span style="float: right;">27 CFR 478.122(a-d)</span>	<b>20 years*</b> 27 CFR 478.129(d)
Application and Permit to Import Arms, Ammunition and Implements of War – ATF Form 6 & Release and Receipt of Imported Firearms, Ammunition and Implements of War – ATF Form 6A <span style="float: right;">27 CFR 478.112</span>	<b>20 years*</b> 27 CFR 478.129(d)

\*Although 27 CFR 478.129(e) provides that records from the acquisition, manufacture, importation, disposition and/or sale

\*Although 27 CFR 478.129(e) provides that records from the acquisition, manufacture, importation, disposition and/or sale of firearms may be discarded after 20 years, ATF prefers that these records be retained. However, ATF will accept these records when submitted to the ATF out of business records center.

Note - Upon going out of business, all currently maintained records must be turned in to the ATF out of business records center. 800-788-7133.