



CADDO PARISH DISTRICT ATTORNEY'S OFFICE
SPECIAL INVESTIGATION SECTION

LEA R. HALL, JR., ASSISTANT DISTRICT ATTORNEY
525 MARSHALL STREET, SUITE 302
SHREVEPORT, LOUISIANA 71101
318-226-5909 (TEL.)
318-226-5906 (FAX)

December 21, 2011

Mr. Thomas Jordan
State Coordinator, Louisiana LESO 1033 Program
Post Office Box 94095
Baton Rouge, Louisiana 70804-9095

1635 Foss Street
Baton Rouge, Louisiana 70802
(225) 342-7860

Dear Mr. Jordan:

Enclosed please find a completed 1033 program application, a completed memorandum of understanding, and a completed weapons request form. All of the aforementioned were signed by the District Attorney for Caddo Parish, Charles Rex Scott. I am your designated point of contact, and can best be reached on my cell phone, 318-464-5911. If you need any further information or assistance please contact me at your convenience.

Thank you for your attention to this matter,

Lea R. Hall, Jr.
Assistant District Attorney
First Judicial District
Caddo Parish, Louisiana

CLEAR

LAW ENFORCEMENT AGENCY (LEA)
WEAPON REQUEST

REQUESTING AGENCY ID: LA 26692
REQUESTING AGENCY: Caddo Parish District Attorney
ADDRESS (No P.O. Box): 501 Texas Street, 5th Floor
CITY: Shreveport STATE: LA
ZIP: 71101 EMAIL: lhall@caddoda.com
PHONE: 318-226-5909 318-464-5911 (cell) FAX: 318-226-5906

LEA USE		LESO USE ONLY				
TYPE OF WEAPON	QUANTITY REQUESTED	PREVIOUSLY ISSUED QTY	LIST NUMBER	FULL TIME	PART TIME	QUANTITY APPROVED
M-16 Rifle	<u>8</u>					

JUSTIFICATION:

This office recently staffed a Special Investigations Section which handles predominantly high profile and dangerous drug offenders. We routinely participate in high-risk surveillance and arrests activities with the Shreveport Police and Caddo Sheriff, and do not currently have the funds to provide patrol rifles to those involved in these high risk activities.

The Chief Executive Official or Head of Agency (Local Field Office) read and agrees to the following (INITIALS REQUIRED):

- [Signature] Not Applicable for Federal Agencies: Read and understands the terms and conditions applicable to weapon transfers as detailed in the Memorandum of Agreement between the Defense Logistics Agency and the Governor appointed State Coordinator and the State Plan of Action. (Contact applicable State Coordinator for copy of agreement)
- [Signature] Ability to maintain, operate, finance, and properly secure the requested weapons.
- [Signature] Familiarity with the Bureau of Alcohol, Tobacco, and Firearms (ATF) regulations governing the registration of the requested weapons. (ATF 10)
- [Signature] Agency is not authorized to sell, trade, cannibalize for parts, or demilitarize weapons acquired through the 1033 Program

The Chief Executive Official/Head of Agency (Local Field Office) and the State Coordinator, by signing, certifies that all information contained above is valid and accurate.

CHIEF EXECUTIVE OFFICIAL/
HEAD OF LOCAL AGENCY

CHARLES REX SCOTT

DATE: 11-17-11

PRINTED NAME

SIGNATURE

STATE COORDINATOR:
(NOT REQUIRED FOR FEDERAL)

Thomas Jordan
PRINTED NAME

DATE: 1-5-12

SIGNATURE



IN REPLY
REFER TO

J-363

DLA DISPOSITION SERVICES
LAW ENFORCEMENT SUPPORT OFFICE
74 WASHINGTON AVENUE NORTH
BATTLE CREEK, MICHIGAN 49037-3084

January 4, 2012

MEMORANDUM FOR DLA DISPOSITION SERVICES SITE SPECIALIST
SUBJECT: Authorization Letter for Property Screening

In accordance with DOD 4160.21-M, Chapter 5, Section B.2.C, screeners may present an authorization on the letterhead of the sponsoring activity, identifying the bearer and indicating the nature of authorization. In accordance with the above reference, this office authorizes the following individual(s) to screen excess property at your facilities in support of Law Enforcement Activities (LEAs) under DODAAC H9DEB1:

LA CADDO PARISH DISTRICT ATTORNEY
501 TEXAS STREET, 5TH FLOOR
SHREVEPORT, LA 71101
LHALL@CADDODA.COM
PHONE: 318-226-5909 / CELL 318-464-5911
FAX: 318-226-5906

LEA R. HALL, ASST. DISTRICT ATTORNEY

Weapons POC:

LEA R. HALL, ASST. DISTRICT ATTORNEY

Aircraft POC:

Chief Executive Official: CHARLES REX SCOTT

Only two individuals will be authorized to screen per visit; however, additional personnel may assist receiving material previously screened and approved for transfer.

This letter supersedes all other screening authorization letters for this Law Enforcement Agency for this DLA Disposition Services Site. Questions concerning this matter should be directed to your State Coordinator.

Ronald J. Chavis

LAW ENFORCEMENT AGENCY (LEA) APPLICATION FOR PARTICIPATION

*This application must be updated and resubmitted within 30 days of any changes or on an annual basis

NEW [X] UPDATE [] SCREENER ID (Update Only):

AGENCY: Caddo Parish District Attorney

PHYSICAL ADDRESS (No P.O. Box): 501 Texas Street, 5th Floor

MAILING ADDRESS (If different than above):

CITY: Shreveport STATE: LA

ZIP: 71101 EMAIL: lhall@caddoda.com

PHONE: 318-226-5909 318-464-5911 (cell) FAX: 318-226-5908

NUMBER OF COMPENSATED OFFICERS WITH ARREST AND APPREHENSION AUTHORITY

FULL-TIME: 11 PART-TIME: RESERVE:

SCREENER(S) POC: MUST HAVE AT LEAST ONE

*MAIN POC: Designated POC for calls and emails on 1033 Program requests and property pickup

SCREENER/MAIN POC: Lea R. Hall, Asst. District Attorney

SCREENER/POC #2:

SCREENER/POC #3:

SCREENER/POC #4:

WEAPON POC (Optional): LEA R. HALL, ASST. DISTRICT ATTORNEY

AIRCRAFT POC (Optional):

INVENTORY CHECK

Does the Agency currently have any equipment from the 1208/1033 Program? YES [] NO [X]

WEAPONS: YES [] NO [] AIRCRAFT: YES [] NO [] WATERCRAFT: YES [] NO []

TACTICAL VEHICLES: YES [] NO [] OTHER CONTROLLED PROPERTY: YES [] NO [] DEMIL A: (LESS THAN A YEAR OLD) YES [] NO []

*By signing this application, the Chief Executive Official/Head of Agency (Local Field Office) is aware of 1208/1033 Property currently in the possession of their department.

*Upon acceptance into the 1033 Program, I understand that I have 30 days to familiarize myself with the State Plan of Operation and all 1033 Program guidance that is provided by the State Coordinator and that by signing, I certify that all information contained above is valid and accurate.

CHIEF EXECUTIVE OFFICIAL/ HEAD OF LOCAL AGENCY: Charles Rex Scott DATE: 11-17-11

PRINTED NAME

SIGNATURE

STATE COORDINATOR: (NOT REQUIRED FOR FEDERAL) Thomas Jordan DATE: 1-4-12

PRINTED NAME

SIGNATURE

MEMORANDUM OF UNDERSTANDING

BETWEEN THE

STATE OF LOUISIANA

AND

THE CADDO PARISH DISTRICT ATTORNEY

PURPOSE:

This Memorandum of Understanding (MOU) is entered into between the State of Louisiana (hereafter, the "State") and the CADDO PARISH DISTRICT ATTORNEY, to set forth the terms and conditions which will be binding on the parties with respect to excess Department of Defense (DOD) personal property which is transferred pursuant to the National Defense Authorization Act of 1990/1991, as amended.

AUTHORITY:

The Secretary of Defense is authorized by 10 U.S.C. {2576a to transfer to Federal and State Agencies, personal property that is excess to the needs of the DOD and that the Secretary determines is suitable to be used by such agencies in law enforcement activities with emphasis on counterdrug/counterterrorism activities, under such terms prescribed by the Secretary. The authorities granted to the Secretary of Defense have been delegated to the Defense Logistics Agency (DLA).

The Governor of the State of Louisiana has appointed a State Coordinator who will act as a sponsor for local law enforcement agencies wishing to participate in the program. Any agency wishing to participate in the program must sign this MOU.

TERMS AND CONDITIONS:

Law Enforcement Agencies (LEAs) participating in the program must perform a "law enforcement activity" whose primary function is the enforcement of applicable Federal, State, and local laws as defined by DLA regulation (this is referring to DLA Directive (DLAD) 4160.10 which will be superseded by the One Book) and whose compensated officers have powers of arrest and apprehension.

LEAs must request enrollment in the 1033 Program via their State Coordinator. If the request is approved, it will be forwarded to the Law Enforcement Support Office (LESO). If approved by LESO, the State Coordinator will be contacted and provided with a LEA screener's authorization memo (Authorization Letter for Property Screening and Receiving). Once enrolled, the LEA must sign a Memorandum of Understanding (MOU) with the State Coordinator, agreeing to the terms and conditions of the 1033 Program. As soon as an agency is properly enrolled, materials may be screened manually at a Defense Reutilization and Marketing Office

(DRMO); however, the State Coordinator must provide the LEA with their LEA identification (ID) number so they may screen and request materials using automation.

LEA screeners must be full-time and/or part-time, sworn and/or non-sworn officers assigned to the LEA performing this duty. LEAs are allowed a maximum of four (4) screeners per agency. A maximum of two (2) of the authorized screeners may physically screen at any DRMO at one time.

LEAs find needed property electronically through the Defense Reutilization and Market Services (DRMS) website: www.drms.dla.mil or by physically visiting the nearest DRMO. Once property has been identified, LEAs submit a manual or electronic DRMS Form 103 to the State Coordinator. If approved, it is sent to LESO. If approved, it goes to Military Standard Requisitioning and Issue Procedures (MILSTRIP) or a manual DD Form 1348 is sent to the State Coordinator. It is the responsibility of the LEA to transport requested property from the DRMO to their location.

Unless the State is authorized as a distribution center, it will be the gaining LEAs responsibility to store received property through the 1033 Program. Distribution centers should only hold property for their specific customers not more than 90 days. After that date, disposition should be requested, in writing, from the LESO, via their State Coordinator.

LESO will approve property requests in the following priority: counterdrug/counterterrorism and then, any other law enforcement activities.

It is the responsibility of the gaining State/LEA to safeguard all property received through the 1033 Program. Should any property become lost due to theft, destruction, or unauthorized sale/disposal, the State Coordinator must be notified within seven (7) working days after the incident. If the property has a Demilitarization code of C, D, E, F, or G, it must be reported within 24 hrs. The State Coordinator will contact LESO for additional guidance.

Each LEA and the State must maintain records for all property acquired through the 1033 Program. These records must provide an "audit trail" for individual items of property from receipt to distribution. These documents include but are not limited to the following: DRMS Form 103 with all justifications or printouts of automated requests, DD Form 1348 (receipt and turn-in), all disposed and transfer paperwork, approved Bureau of Alcohol, Tobacco, Firearms (ATF) Form 10s, Certificate of Aircraft Registration (AC Form 8050-3), Aircraft Registration Application (AC Form 8050-1), and any pertinent requirements under its applicable state statutes and regulations for the program and this property.

As of October 1, 2003, the LESO will institute a five (5) year file retention policy. This policy will state that the LESO maintain active files for two (2) years and inactive files for three (3) years. After five years, the files are destroyed with the exception of DEMIL codes B through Q, sensitive items, and \$20,000 or more high dollar items.

Property received through the 1033 Program must be placed into use with one (1) year of receipt and utilized for a minimum of one (1) year, unless the condition renders it unusable. If

property is not placed in use within one (1) year of receipt, it must be transferred to another authorized agency, or returned to a DRMO. Property returns/turn-ins must be coordinated through the applicable State Coordinator and LESO.

LEAs must coordinate, in writing, transfer of 1033 property through their State Coordinator. The State Coordinator will request final approval from the LESO. Property may be transferred within the State or between States as long as it is properly coordinated with the State Coordinator and LESO. If approved a "LESO transfer approval memo" will be sent to the State Coordinator. For more information regarding these items, view the following links:

WebFLIS

<https://www.webflis.dlis.dla.mil/WEBFLIS>

DEMIL Code definition

http://www.dlis.dla.mil/demil/demil_codes.asp

LEAS must request approval, in writing, from their State Coordinator before any 1033 property is disposed. The State Coordinator will request final approval from the LESO. If approved, a "LESO disposal approval memo" will be sent to the State Coordinator. Only DEMIL codes A and Q with an integrity code of 6 may be approved for disposal. Items with DEMIL codes of B, C, D, E, F, G, and Q with an integrity code of 3 must be transferred to an authorized agency or returned to a DRMO when no longer needed. Costs incurred for transfers, disposals, or turn-ins will be borne by the State/LEA.

DEMIL code A: Does not require demilitarization and the LEA may dispose of the property after one year of possession.

DEMIL code Q With Integrity code of 6: *Will be treated like a Demil code of A.* Does not require demilitarization and the LEA may dispose of the property after one year of possession.

Demil codes B, C, D, E, F, G, and all Demil Code Q with an Integrity code of 3 are required demilitarization and must be returned to a DRMO. The State Coordinator must obtain the LESO's approval for equipment returns.

LESO will provide turn-in documentation (DD Form 1348-1A). With few exceptions, the State/LEA will be asked to coordinate the turn-in with a local DRMO. Upon receipt the turn-in documentation, the LEA must return the property to a specified DRMO. The DRMO personnel receiving the materials will sign the turn-in document and give the LEA a copy of the signed receipt paperwork. The receipt paperwork must be maintained in the LEA's file and a copy of the receipt must be forwarded to the State Coordinator for their files (see DOD 4160.21-M Defense Material Disposition Manual; DRMS I-4160.14, Volume VII for DEMIL rules).

The State Coordinator, his/her staff, and LEAs should be trained/familiar with guidance on the following websites:

DLA Operations
www.dla.mil (DLA handbook)

LESO Operations
<https://pubweb.drms.dla.mil/leeds> (1033 Program/Automation training guides, Under LINKS tab)

DRMS Operations
www.drms.dla.mil (Automation requisitioning process/procedures)

THE STATE WILL:

- A. Receive applications for participation in the program from its law enforcement activities and validate with signature, their law enforcement mission prior to forwarding to LESO for approval as an authorized LEA. Once the approval process is completed and the agency is loaded in the DRMS automated requisitions system, provide enrolled LEAs with their LEA ID number so they may request materials on-line.
- B. Forward requests to LESO for excess property that is necessary to meet requirements for LEA efforts. Assure the recipient LEA is identified on all requisitions.
- C. Be responsible for the transfer and/or allocation of property to qualified LEAs.
- D. Assure the LEAs agree to maintain, at no expense to the U.S. Government, adequate liability and property damage insurance coverage and workmen's compensation insurance to cover any claims.
- E. Control and maintain accurate records on all property obtained under this plan. These records must provide an "audit trail" for individual items of property from receipt to distribution. These documents include but are not limited to the following: DRMS Form 103 with all justifications or printouts of automated requests, DD Form 1348 (receipt and turn-ins), all disposal and transfer paperwork, approved ATF Form 10s, Certificate of Aircraft Registration (AC Form 8050-3), Aircraft Registration Application (AC Form 8050-1), and any pertinent paperwork through the LESO. The records maintained must also satisfy any and all pertinent requirements under its applicable state statutes and regulations for the program and this property.
- F. Enter into agreements with LEAs to assure they fully comply with the terms, conditions, and limitations applicable to property transferred pursuant to this plan/program.
- G. Allow a maximum of four (4) screeners, full-time and/or part-time, sworn and/or non-sworn officers, per LEA performing this duty. The screeners must be named in a "letter of authorization/Application for Participation" provided to the LESO, to be updated as changes occur, or whenever LESO requests an update. A weapons point of contact (POC) fulltime officer must be included on the "letter of authorization/Application for Participation" for any LEAs that have received or are requesting weapons. NOTE: A maximum of two (2) of the authorized screeners may physically screen at any DRMO at one time.
- H. Assure that all environmentally regulated property is handled, stored, and disposed of in accordance with applicable Federal, State, and local environmental laws and regulations.

- I. Assure all weapons are registered with the U.S. Department of Justice, Bureau of Alcohol, Tobacco, Firearms, and Explosives. See the Definitions section of the ATFE Form 10 for instructions, <http://www.atf.gov/forms/pdfs/f532010.pdf> The State and each LEA must comply with all applicable firearm laws and regulations. Report all stolen or unaccounted for weapons to DLA, LESO not later than twenty four (24) hours after it is discovered. The State Coordinator must provide a weapon POC on all LEA Applications for Participation. All weapons transfers between LEAs must be approved by the LESO before it is completed. Maintain an approved copy of the ATF Form 10 for all weapons issued to State/LEA.
- J. Identify to LESO each request that will be used in counterdrug/counterterrorism activities.
- K. Ensure LEAs are aware of their responsibilities in accordance with the Single Audit Act of 1984, as amended (31 U.S.C. 7501-7). Assist LEAs by identifying which property oversight agency the audit must be submitted to.
- L. Review and update the State Plan of Operation annually (calendar year) or when the Governor-appointed State Coordinator changes or Governor changes. If there are no changes to the State Plan of Operation, send a signed letter/e-mail to the LESO indicating that the plan has been reviewed and no changes necessary.
- M. Ensure all LEAs enrolled in State 1033 Program maintain a current copy of the State Plan of Operation or MOU.
- N. Conduct periodic reviews of each LEA enrolled in the program. To include physical inventory/spot checks of property received and any related records. Additionally, ensure LEAs are in compliance with applicable Memorandum of Agreement (MOA)/MOU/and/or the State Plan of Operation. These reviews must be documented and maintained by the State Coordinator for future LESO reviews.
- O. Obtain reconciliation reports from the LESO website and conduct monthly reconciliations on all items received and annual reconciliations for high dollar items (items valued over \$20,000) and/or High Awareness (Demilitarization required, MLI, (CLI, FSCAP) property between the State/LEA and LESO.
- P. Ensure serial/tail numbers are provided to LESO on items such as Peacekeepers/Armored Personell Carriers (APCs), Aircraft, Watercraft, and Weapons.
- Q. Validate and certify LEA inventory reconciliation results electronically and forward them to LESO within 10 working days of the monthly or annual reconciliation process. Maintain a signed copy of all property reconciliation documentation received through the 1033 Program.
- R. Submit requests for property returns (turn-ins to a DRMO) to LESO. NOTE: Costs of shipping or repossession of the property by the U.S. Government will be borne by the LEA.
- S. Submit disposal, transfer, and inventory adjustment requests to LESO.
- T. Contact the LESO in writing not later than 30 calendar days prior, to a State Coordinator change.
- U. All property transfers will cease if no current Governor's letter is on file; the State has no signed the MOA with DLA; The State Coordinator or POC does not validate all property requests and there is no State Plan of Operation on file.

THE LAW ENFORCEMENT AGENCY WILL:

- A. Submit applications for participation in the program to the State Coordinator for approval.
- B. Submit requests for property (electronically). Provide justification for all requisitions to the State Coordinator.
- C. Agrees to maintain, at no expense to the U.S. Government, adequate liability and property damage insurance coverage and workmen's compensation insurance to cover any claims.
- D. Control and maintain accurate records on all property obtained under this plan. These records must provide an "audit trail" for individual items of property from receipt to distribution. These documents include but are not limited to the following: DRMS Form 103 with all justifications or printouts of automated requests, DD Form 1348 (receipt and turn-in), all disposal and transfer paperwork, approved ATF Form 10s, Certificate of Aircraft Registration (AC -Form 8050-3), Aircraft Registration Application (AC-Form 8050-1), and any pertinent paperwork through the LESO. The records maintained must also satisfy any and all pertinent requirements under its applicable State statutes and regulations for the program and this property.
- E. Comply with the terms, conditions, and limitations applicable to property transferred pursuant to this plan/program.
- F. Allow a maximum of four (4) screeners, full-time and/or part-time, sworn and/or non-sworn officers, per LEA performing this duty. The screeners must be named in a "letter of authorization/Application for Participation" provided to the LESO, to be updated as changes occur, or whenever LESO requests an update. A weapons POC fulltime officer must be included on the "letter of authorization/Application for Participation" for any LEAs that have received or are requesting weapons. NOTE: A maximum of two (2) of the authorized screeners may physically screen at any DRMO at one time. Appoint a Property Accountable Officer responsible for approving/disapproving all property requests and maintaining all accountable records for property received.
- G. Assure that all environmentally regulated property handled, stored, and disposed of in accordance with applicable Federal, State, and local laws and regulations.
- H. Assure that all weapons are registered with the U.S. Department of Justice, Bureau of Alcohol, Tobacco, Firearms, and Explosives. See the Definitions section of the BATFE Form 10 for instructions, <http://www.atf.gov/forms/pdfs/f532010.pdf>. Recipients must comply with all applicable firearm laws and regulations. Report all stolen or unaccounted for weapons to LESO through the State Coordinator not later than twenty four (24) hours after the incident has occurred. The LEA must provide a weapon POC on all data sheets. All weapon transfers between LEAs must be approved by the LESO before it is completed. LEA must maintain an approved copy of the ATF Form 10 for all weapons received.
- I. Identify to LESO each request that will be used in counterdrug/counterterrorism activities.
- J. LEAs enrolled in the State 1033 Program must maintain a copy of the State Plan of Operation or MOU.
- K. LEAs must be aware of their responsibilities under the Single Audit Act of 1984, as amended (31 U.S.C. 7501-7).
- L. Conduct periodic reviews to include physical inventory/spot checks of actual property and related records. Ensure compliance with applicable MOA/MOU and/or State Plan of Operation.
- M. Obtain reconciliation reports from the State Coordinator and conduct monthly and annual reconciliations. Provide reconciliation results to the State Coordinator.

- N. Ensure serial/tail numbers are provided to the State Coordinator on items such as Peacekeepers/Armored Personnel Carriers (APCs), Aircraft, Watercraft, and Weapons.
- O. Conduct inventory reconciliations and provide inventory reconciliation results electronically to the State Coordinator within 10 working days of the monthly or annual reconciliation process. Maintain a signed copy of all property reconciliation documentation received through the 1033 Program.
- P. Submit requests for property returns (turn-ins to a DRMO) to the State Coordinator. Note: Costs of shipping or repossession of the property by the U.S. Government will be borne by the LEA.
- Q. Submit disposal, transfer, and inventory adjustment requests to the State Coordinator.
- R. Contact the State Coordinator, in writing, not later than 30 days prior, when property accountable officer changes.

SPECIAL NOTICE:

Each State involved in the Law Enforcement Program operates under different law, rules, and regulations. The Louisiana State Coordinator has the final authority over the program in Louisiana. Any issues or problems that need resolution must be sent to the State Coordinator in writing.

TERMINATION:

This MOU can be terminated by either party by advising the other party in writing, prior to thirty (30) days from termination. All property remaining under restriction will be returned to LESO or transferred to another approved LEA.

IN WITNESS THEREOF, the parties hereto have executed this agreement as of the last date written below.



 State Coordinator Signature



 CHARLES REX SCOTT
 District Attorney
 LEA Chief Executive Signature

Thomas Jordan/Compliance Officer

 Type/Print Name and Title

Charles Rex Scott

 CHARLES REX SCOTT
 District Attorney

Date 1-7-12

Date 11-17-11

CHECKLIST

LIST 181 , LINE 33

NSN: 1005000739421 RIFLE,5.56 MILLIMET

TO: LA CADDO PARISH DISTRICT ATTORNEY
501 TEXAS STREET, 5TH FLOOR
SHREVEPORT , LA 71101

POC: LEA R. HALL, ASST. DISTRICT ATTORNEY
318-226-5909 / CELL 318-464-5911

- VERIFY SHIPPING AND CONTACT INFORMATION ABOVE
 - STATE AGENCIES MUST CONTACT STATE COORDINATOR WITH CORRECTIONS
 - FEDERAL AND TRIBAL AGENCIES MUST CONTACT LESO DIRECTLY WITH CORRECTIONS
- SUBMIT ELECTRONIC FUNDS TRANSFER PAYMENT FOR **\$ 347.46** FOR **8 RIFLE,5.56 MILLIMET**
- FORWARD CHECKLIST WITH PAYMENT RECEIPT TO THE FOLLOWING EMAIL:
 - JULIE.A.JACOBS8.CIV@MAIL.MIL
 - DRMS.LESO@DLA.MIL

UPON RECEIPT OF WEAPONS

- INVENTORY WEAPONS AND SUBMIT SERIAL NUMBER VERIFICATION TO THE FOLLOWING EMAIL:
 - STATE AGENCIES MUST ROUTE PAPERWORK THROUGH THE STATE COORDINATOR
 - FEDERAL AND TRIBAL AGENCIES MUST SEND PAPERWORK DIRECTLY TO LESO
- COMPLETE THE ATF FORM 10, APPLICATION FOR REGISTRATION OF FIREARMS AND SUBMIT TO THE FOLLOWING:
 - U.S. DOJ/BATFE
NATIONAL FIREARMS BRANCH, SUITE 1250
244 NEED ROAD
MARTINSBURGH, WEST VIRGINIA 25405-9431

Comments:
