



**U.S. Department of Justice**

Bureau of Alcohol, Tobacco,  
Firearms and Explosives

*Washington, DC 20226*

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**OPEN LETTER TO ALL IMPORTERS UNDER THE GUN CONTROL ACT AND THE ARMS  
EXPORT CONTROL ACT**

The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) is committed to keeping industry members informed of statutory and regulatory developments affecting them. In furtherance of this commitment, we have prepared this open letter, which contains information about the availability of ATF F 4587 (ATF F 5330.4), Application to Register as an Importer of U.S. Munitions Import List Articles, on Pay.gov.

The Arms Export Control Act of 1976 (AECA), 22 U.S.C. 2778, gives the President the authority to control the export and import of defense articles and defense services in furtherance of world peace and the security and foreign policy of the United States. The authority to administer and enforce the permanent import provisions of the AECA, were delegated to the Attorney General, who further delegated at 28 CFR 0.130 these responsibilities to the Director, Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). The statutory provisions are implemented into Title 27, Code of Federal Regulations, Part 447.

Section 447.31 requires persons engaged in the business, in the United States, of importing articles enumerated on the U.S. Munitions Import List to register by making an application on ATF Form 4587 (Application to Register as an Importer of U.S. Munitions Import List Articles). Section 447.32 establishes the period of registration (from 1 to 5 years) and the registration fees for these periods (from \$250 to \$1,000). The registration is currently accomplished by the filing of Form 4587 via mail to ATF accompanied by the appropriate registration fee (check or money order).

The Department of Treasury provides a service to Federal agencies that allows their customers to make secure electronic payments to the agency. The payment is done via their Pay.gov system ([www.pay.gov](http://www.pay.gov)). Pay.gov hosts a number of forms used by a variety of Federal agencies. On December 31, 2012, Pay.gov will host the Form 4587.

To file Form 4587 using Pay.gov, the importer will need to register with Pay.gov on their website ([www.pay.gov](http://www.pay.gov)). Once the registration has been completed successfully, the importer will be able to select the Form 4587 from the listing of available forms. The importer will complete the form on-line and file it with ATF with the payment of the registration fee being made from the importer's bank account or by credit/debit card. The importer will be able to save and/or print a PDF of the form filed and print a summary of the payment information.

The Pay.gov website contains the instructions necessary to register to use the system. To register, the importer must provide his or her name, business name (if applicable), address, telephone number, and email address.

During the registration process, the importer creates a password and must agree to the 'Rules of Behavior' for external users of the Pay.gov system. Upon successful registration, Pay.gov issues the registrant a user identification (ID) to be used with the password to access to the Pay.gov system to ensure the security and privacy of the information entered.

ATF will access the Pay.gov system and retrieve registration and payment information filed. The remainder of the processing will be performed by ATF's Firearms and Explosives Imports Branch as is done now for current submissions.

The use of the Pay.gov system to register under the AECA will provide an additional option for the importer to register and pay the registration fee. In addition, the use of Pay.gov system should make it easier, less costly, and faster for importers to submit their registrations, and for ATF to process those registrations. The Pay.gov system ensures that necessary items are completed on the form and provides error notifications to the filer if a section is left incomplete.

Maintaining open lines of communication is vital to the successful future of ATF's partnership with the import community. The Firearms and Explosives Imports Branch is available to answer your questions about the issue addressed in this letter. You may reach us by phone at (304) 616-4550 or by fax at (304) 616-4551.

Sincerely yours,



Arthur Herbert

Assistant Director, Enforcement Programs and Services