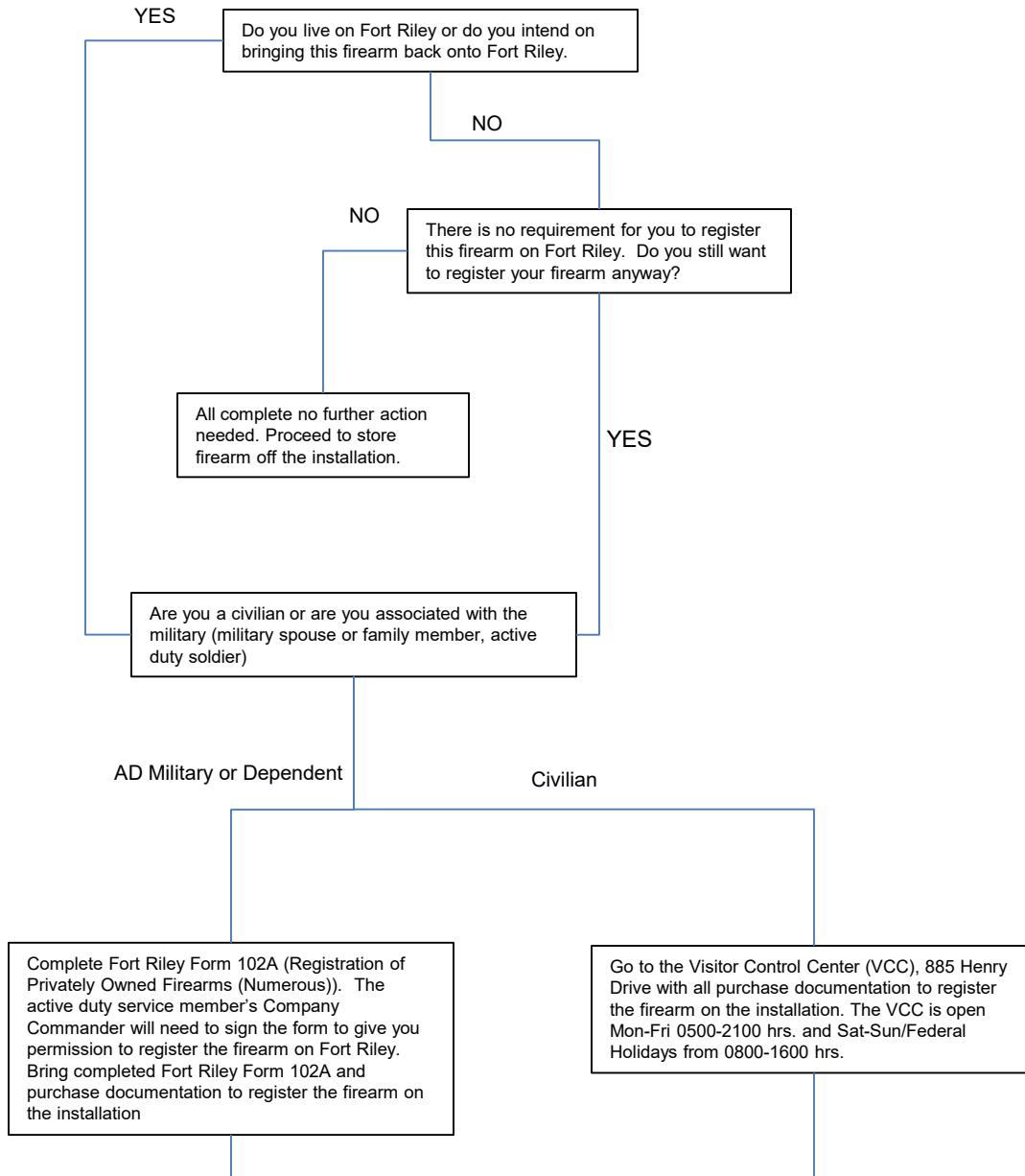


# Registration Process for Firearms Purchased at the Post Exchange (AAFES)



## Registration Procedures for Privately Owned Firearms at Fort Riley, KS



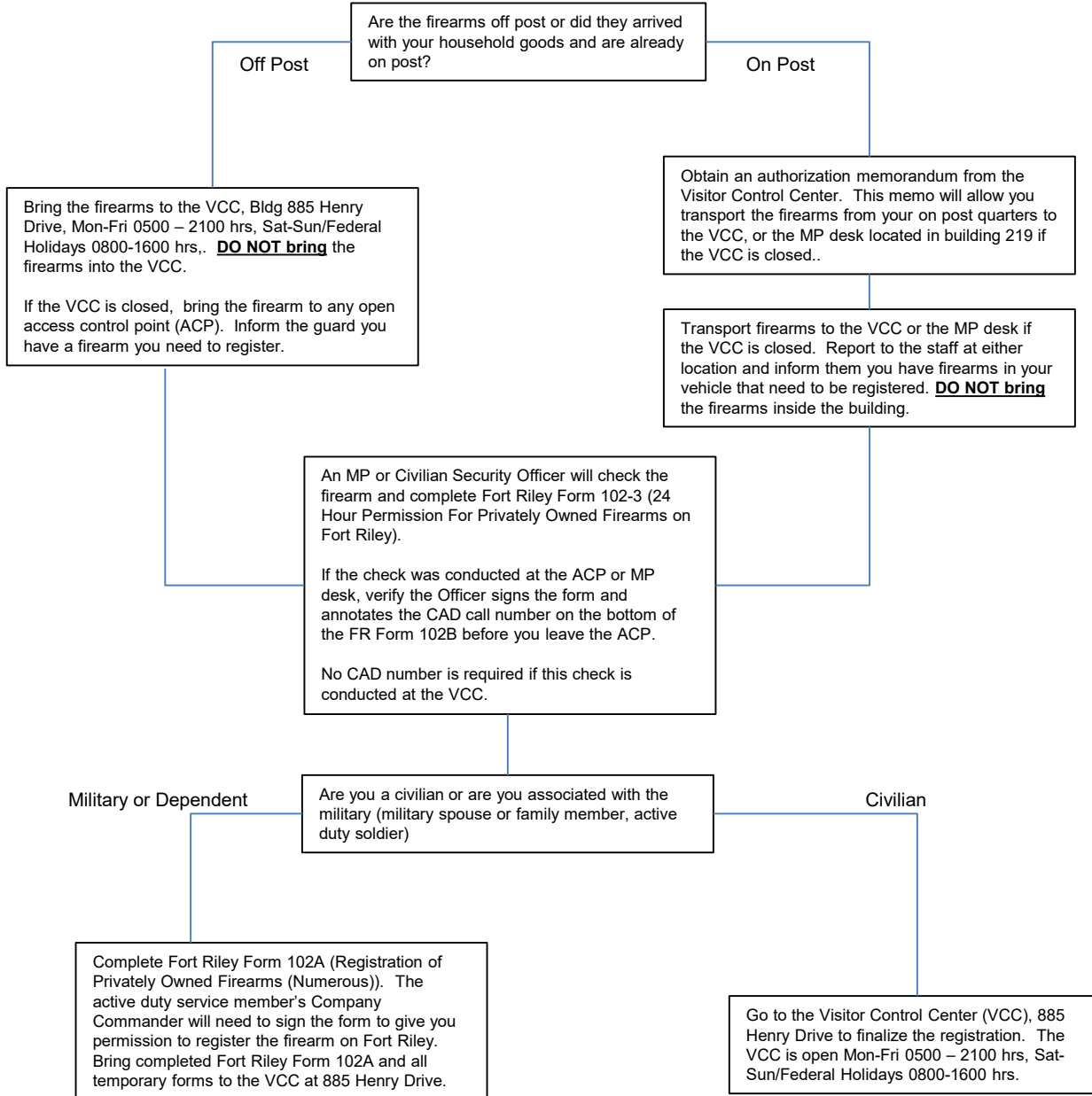
**Requirement:** IAW FR Regulation 190-1 paragraph 7a. – All privately-owned firearms in a person's possession while physically on Fort Riley must be registered on FR Form 102.



**Ft. Riley Visitor Control Center**  
 885 Henry Drive  
 Fort Riley, KS 66442  
 (785) 239-2982  
 Hours of Operations:  
 Mon-Fri 0500-2100 hrs  
 Sat/Sun/Federal Holidays: 0800-1600 hrs

This pamphlet was produced by:  
 Fort Riley, DES, Security Branch

# Registration Process for Firearms Already Owned or Purchased Off Post



## Frequently Asked Questions (FAQ):

- Q. Are all weapons required to be registered on Fort Riley?
- A. No. Only firearms are required to be registered. Firearms are any revolver, rifle, pistol, shotgun or other device designed to shoot a bullet or other projectile by the means of an explosive or compressed charge. This does include bb and pellet guns. Paintball and Airsoft® guns do not need to be registered however they still must be transported like all firearms.
- Q. How do I transport firearms on Fort Riley?
- A. Firearms must be transported unloaded. The firearm must be stored in a separate compartment (i.e. trunk of the vehicle). If the vehicle does not have a separate compartment (i.e. SUV or extended cab pick-up truck) the weapon must be in a locked case or have a trigger lock installed.
- Q. I have a conceal carry permit. Can I conceal carry on Fort Riley?
- A. Conceal carry is not permitted on Fort Riley.
- Q. I am the spouse of a soldier. Why am I required to have my spouses Commander's sign my registration form since I am a civilian?
- A. All dependants fall under their sponsor's responsibility on a military installation. Regardless of ownership, the service member is responsible to register all weapons that they or their dependants own that will be brought or kept on the installation.
- Q. How long are my firearm registrations valid for?
- A. Firearm registrations are valid for 3 years. When you PCS, ETS or retire your registration is no longer valid. For personnel who ETS or retire and remain in the Fort Riley area, your registration will be converted to a civilian registration which is also valid for 3 years. You will need to go to the VCC to have your information changed from Active Duty to Civilian.
- Q. I am an out of state hunter coming to Fort Riley for a hunting trip. How do I register my fire arms during my trip?
- A. You will register your firearms at the VCC, located at 885 Henry Drive. You will be provided a 3 year registration permit for your firearms. If you wish to have your firearms unregistered after your hunting trip, you will need to return to the VCC to have your firearms unregistered..

**If you have any additional questions please contact the Security Branch at 239-0866 or 240-0305, or you may visit them at 219 Custer Avenue (Police Station) room 210, Monday – Friday from 0700-1630 hrs with the exception of RDO Fridays, Training Holidays or Federal Holidays.**