



## FIREARMS REGISTRATION

(Army Regulation 190-11. The proponent of this form is DES)

### INSTRUCTIONS FOR COMPLETING FORM

1. All firearms brought onto the installation will be registered with the DES, Visitor Control Center (VCC) IAW AR 190-11. (Note: Firearms will not be transported inside the registration building.)
2. All Soldiers are required to have their unit commander complete and sign the unit commander's portion of the form. Officers in pay grade O-3 and above, retired military personnel, and civilian personnel may self approve this form. Authorized dependents will require sponsor's signature and commander approval.
3. Registration must be completed manually and brought to the PMO Building 616 Swift RD.

#### Information required by each block on form.

1. NAME
2. DATE OF BIRTH
3. SSN
4. RANK/CIVILIAN
5. STATE AND DRIVERS LICENSE
6. LOCATION OF WEAPON (ON POST OR OFF POST)
7. EMAIL ADDRESS
8. UNIT/ADDRESS
9. FIREARMS INFORMATION SECTION (LIST OF FIREARMS TO BE REGISTERED)
10. HOME ADDRESS
11. PHONE NUMBER
12. ALTERNATE PHONE NUMBER
13. DIGITAL SIGNATURE OR MANUAL SIGNATURE OF FIREARM OWNER/SPONSOR
14. COMMANDER'S ACTION SECTION (IF APPLICABLE)
15. COMMANDER'S NAME (IF APPLICABLE)
16. COMMANDER'S RANK (IF APPLICABLE)
17. COMMANDER'S SIGNATURE (IF APPLICABLE)
18. WEAPONS REGISTRATION CLERK USE ONLY SECTION
19. INITIAL REGISTRATION CLERK'S SIGNATURE
20. FINAL REGISTRATION CLERK'S SIGNATURE

**FOR QUESTIONS AND CONCERNS IN FILLING OUT THIS FORM CALL THE POC AT 845-938-2208.**