

**LAW ENFORCEMENT AGENCY (LEA)
SERIAL NUMBER VERIFICATION**

AGENCY ID: _____

AGENCY: _____

ADDRESS (No P.O. Box): _____

CITY: _____ STATE: _____

ZIP: _____ EMAIL: _____

PHONE: _____ FAX: _____

LEA USE		LESO USE ONLY	
TYPE OF WEAPON	SERIAL NUMBER	REQUISITION NUMBER	VERIFIED

FOR LARGE QUANTITY VERIFICATIONS, A SPREADSHEET CONTAINING THE TYPE OF WEAPON AND SERIAL NUMBERS MAY BE CREATED AND SUBMITTED IN ADDITION TO THIS VERIFICATION TEMPLATE.

Upon receipt of the weapons:

- An inventory of the weapons received must be completed.
- Serial numbers must be submitted for verification NLT two weeks after receipt of the weapons.
- State and Local Agencies must submit the serial numbers to their State Coordinators.
- State Coordinators must submit the serial numbers to LESO.
- The LEA listed above is required to register all M-16 and M-14 Rifles with the Bureau of Alcohol, Tobacco, and Firearms using the ATF Form 10.
 - Note: It is no longer requirement to send the ATF Form 10 to LESO, however LEAs and State Coordinators should retain a copy for their records.

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

CHIEF EXECUTIVE OFFICIAL/: _____ **DATE:** _____
HEAD OF LOCAL AGENCY PRINTED NAME

SIGNATURE

STATE COORDINATOR: _____ **DATE:** _____
(NOT REQUIRED FOR FEDERAL) PRINTED NAME

SIGNATURE