

FIREARMS Tracing & Identification

Complete description of firearm, possessor, associate and recovery information to ensure comprehensive tracing of all recovered firearms using ATF Form 3312.1 dated January 2007



U.S. Department of Justice
 Bureau of Alcohol, Tobacco, Firearms and Explosives
 OMB No. 1140-0043

National Tracing Center Trace Request

Phone: 1-800-788-7133 Martinsburg, WV 25405 Fax: 1-800-578-7223
 FOR NTC DATA ENTRY ONLY Page 1 of 2 - Trace Request Information

NOTE: * - Required Entry Field (Must be completed for trace processing)
 ** - Required Entry With Listed Data Response (See back for codes and options)

Part I - Trace Initiation Information
 1a. Date of Request: 9/16/07
 1b. Priority: Routine Urgent (Justification required) For NTC Data Entry Only
 1c. Special Instructions

Part II - Crime Code Information
 2a. NCIC Crime Code: 3599
 2b. Project Code, Project Title, or other Initiative: YCG

Part III - ATF Agent Requesting Trace
 3a. Organization Code: [blank]
 3b. Phone Number: 202-555-1212 Fax Number: 202-555-1213 E-Mail: special.agent@atf.gov
 3c. ATF Special Agent's Name (Last, first, middle): Johnson, Steven W.
 3d. Badge Number: [blank] 3e. ATF Case Number: [blank]
 3f. Field Office: Washington Field Division, Group II

Part IV - Other Agency Requesting Trace
 4a. ORI Number: [blank] 4b. Phone Number: 202-555-3455 Fax Number: 202-555-3450 E-Mail: officer@wacmpd.org
 4c. Other Agency Officer's Name (Last, first, middle): Williams, Robert S.
 4d. Badge Number: [blank] 4e. Other Agency Case Number: [blank]
 4f. Department/Unit: Washington DC Metro PD
 4g. Mailing Address: [blank]

Part V - Firearms Information
 5a. Serial Number* (From Frame or Receiver): B50389
 5b. Obliterated (If yes, complete Part IX) Yes No
 5c. Firearms Manufacturer*: FEG
 5d. Type*: Pistol 5e. Caliber*: 9mm 5f. Model*: PJK 5g. Country of Origin* (Importer required if other than U.S.): Hungary
 5h. Importer*: KBI, Inc., Harrisburg, PA 5i. Additional Markings: [blank]

Part VI - Possessor Information
 6a. Name (Last, First, Middle, Suffix): Doe, John William
 6b. Alias (If given) (Last, First, Middle, Suffix): Doe, Willy
 6c. Alias Date of Birth: 7/4/82
 6d. Height: 5'11" 6e. Weight: 175 6f. Sex: M
 6g. Race (Check one only): American Indian or Alaskan Native Black or African American Native Hawaiian or Other Pacific Islander Other (Specify): White
 6h. Address - Route Number: [blank]
 6i. Apt. Number: 6B 6j. Street No.: 675 6k. Direction: NW 6l. Street Name: F Street 6m. City: Washington
 6n. County: DC 6o. State: DC 6p. Zip Code (Nine Digit Number): [blank] 6q. Country: USA
 6r. Date of Birth: 4/7/82 6s. Place of Birth: Arlington, VA 6t. Possessor's ID Number: E904123 6u. ID Type/State: DL/DC

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An **URGENT** trace is deemed necessary when the violation is significant and warrants that the firearm be traced without undue delay (contact the NTC directly for additional information)

SPECIAL INSTRUCTIONS should be used for explaining extenuating circumstances, such as **DO NOT CONTACT DEALER**

BE AS SPECIFIC AS POSSIBLE when listing **NCIC Crime Code** (refer to NCIC Crime Code Manual for detailed list)

IF MORE THAN TWO RECOVERING AGENCIES include both agencies' ORI numbers (not just ORI of ATF office)

ASSOCIATE is **NOT** the same as **POSSESSOR** or **VICTIM**

Requestor's Name* [blank] Page 2 of 2 - Trace Request Information

Part VII - Associate Information
 7a. Name (Last, First, Middle, Suffix): Smith, Jane Elizabeth
 7b. Alias (If given) (Last, First, Middle, Suffix): [blank] 7c. Alias Date of Birth: [blank]

7d. Height: 5'6" 7e. Weight: 110 7f. Sex: F 7g. Race (Check one only): American Indian or Alaskan Native Black or African American Native Hawaiian or Other Pacific Islander Other (Specify): White
 7h. Address - Route Number: [blank]

7i. Apt. Number: 6B 7j. Street No.: 675 7k. Direction: NW 7l. Street Name: F Street 7m. City: Washington
 7n. County: DC 7o. State: DC 7p. Zip Code (Nine Digit Number): 20003-1794 7q. Country: USA
 7r. Date of Birth: 2/17/84 7s. Place of Birth: Landover, MD 7t. Associate's ID Number: CL01352 7u. ID Type/State: DL/MD

Part VIII - Firearm Recovery Information
 8a. Recovery Date*: 9/14/07 8b. Street Number: 601 8c. Direction: NW 8d. Street Name: F Street 8e. Suffix: [blank] 8f. Route Number: [blank]
 8g. Apt. Number: [blank] 8h. City*: Washington 8i. County: DC 8j. State*: DC 8k. Zip Code: 20003-1794 8l. Country: USA
 8m. Additional Information: [blank]

Part IX - Obliterated Serial Number Information
 9a. Serial Number Category (Check one of the following serial number categories):
 Restoration Pending Serial Number Restored Partial Serial Number
 Unable To Restore Serial Number Attempt to Obliterate Serial Number Research/Review Multiple Serial Number Combinations
 9b. Serial Number Being Submitted: [blank]

NOTE: On partial serial numbers enter * where character was unable to be recovered.
 9c. Obliteration Method Used (Check all that apply):
 AG - Worn by Age DR - Drill ES - Electric Scribe
 FI - Filled In GC - Grinder Course GS - Grinder Smooth
 GV - Grinder Concave PD - Peened PN - Punch
 SB - Scratch Pointed/BROA SN - Scratch Pointed/NARR OR - Other

9d. Additional Remarks, Firearms Markings, Possible Serial Number Combinations, or Other Special Instructions: [blank]

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If there is no **SERIAL NUMBER** state **NONE**; if it has been removed, state **OBLITERATED** and complete **Part IX** of this form

POSSESSOR refers to **ARRESTEE** or **SUSPECT** in possession of firearm; if **POSSESSOR** is unknown, enter **UNKNOWN**

FOUND FIREARMS If firearm is found, use Crime Code **0098**, and enter **UNKNOWN** in **POSSESSOR INFORMATION**

RECOVERY DATE is the date the firearm was taken into custody (**NOT** the date the trace was requested)



800-788-7133 ATF National Tracing Center

As an alternative to completing ATF Form 3312.1, ATF offers eTrace, an internet-based firearms trace submission system that enables the submission, retrieval, storage, and querying of firearms trace related information. Contact the National Tracing Center Division for more information on eTrace.