



Supplier to the Law Enforcement Profession Since 1952

Class III Weapons and/or Accessories Purchase & Transfer Instructions

Lafayette Office/Store

**213 E. Verot School Road
Lafayette, Louisiana 70508**

(800) 231-7094

FAX: (337) 234-0768

www.belsco.com

Mon - Fri 9:00 til 5:00

Saturday - 9:00 til 2:00

Metro New Orleans

Office/Store

**1015A Jefferson Highway
Jefferson, Louisiana 70121**

(504) 833-4582

FAX: (504) 832-9616

www.belsco.com

Mon - Sat 9:00 til 5:00

Requirements for an Individual to purchase Class III Weapons and/or Accessories

The Weapon and/or Accessory must be paid for in full to start the process. **PLEASE BE AWARE THAT THIS PROCESS WILL TAKE BETWEEN 2 AND 6 MONTHS. IT MUST BE APPROVED BY THE STATE OF LOUISIANA, THEN THE BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES (BATF&E).**

1. You must hold a valid Louisiana Driver's license or State Issued I.D.
2. You will need to obtain one of the following:
The signature of the Sheriff of the Parish in which you live Or The signature of the Police Chief of the city in which you live. (This is required for the law enforcement certification form.)

Belsco will need the following:

1. Your full Name
2. Your complete Street Address, including your Parish.
3. The complete Street Address, including the Parish. of where the weapon and/or accessory will be kept.
4. Your Social Security number
5. Your home phone number
6. A Cell phone number

When Belsco receives the weapon and/or accessory from the manufacturer, we will forward the required paperwork to the State of Louisiana for approval. When it is approved by the State, they will send you an approved copy which is for your records only.

At this point, Belsco will send you a packet which will contain the following:

- ATF Form 4 – Two copies, you will need your original signature on both copies (where indicated), as well as the original signature of the Sheriff or Chief of Police.
- Certification of Compliance – Sign where indicated.
- Two Fingerprint cards which must be completed.

You will need to return these to Belsco and provide the following:

- Two Passport photos.
- A Transfer fee of \$200.00, a check payable to BATF&E

Once Belsco receives the approved paperwork from the State of Louisiana (approximately one month), the Federal paperwork will be sent to BATF&E for their approval. When Belsco receives this approval, you may then pick up your purchase – Remember, the overall time frame here is from **2 to 6 months.**

You will need to pick up your weapon and/or accessory in person at our Lafayette location and complete the ATF 4473 form.

Corporate or LLC Purchase of Class III Weapons/Accessories

Weapon and/or Accessory must be paid in full to begin the transfer process. **PLEASE BE AWARE THAT THIS PROCESS WILL TAKE BETWEEN 2 AND 6 MONTHS. IT MUST BE APPROVED BY THE STATE OF LOUISIANA, THEN THE BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES (BATF&E).**

To Begin Paperwork Belsco will need the following:

1. A copy of your Articles of Incorporation (can be obtained from Secretary of State's office)
2. The Corporate Entity's Federal Employer Identification Number
3. The Corporate Entity's Name
4. The Full Name of the person signing the required Certificate of Compliance.
5. The Street Address of the Corporate Entity, including the Parish.
6. The Street Address, including the Parish, of where weapon and/or accessory will be kept
7. The Corporate Entity's Phone Number.
8. A Cell Phone Number

When Belsco receives the weapon and/or accessory from the manufacturer, we will forward the required paperwork to the State of Louisiana for approval. When it is approved by the State, they will send you an approved copy which is for your records only.

At this point, Belsco will send you a packet which will contain the following:

ATF Form 4 – Two copies, you will need an original signature on both copies where indicated.
Certification of Compliance – Sign where indicated.

Return these with the Transfer fee of \$200.00, a check payable to BATF&E.

When Belsco receives the approved paperwork from the State of Louisiana (approximately one month), the Federal paperwork will be sent to BATF&E for their approval.

Once Belsco receives this approval, you may then pick up your purchase – Remember, the overall time frame here is from **2 to 6 months**.

You will need to pick up your weapon and/or accessory in person at our Lafayette location and complete the ATF 4473 form.