CHAPTER 409

SHIPMENT PROCEDURES FOR PRIVATELY OWNED FIREARMS (POF) AND AMMUNITION

A. GENERAL

This chapter provides policies and procedures for movement of a customer’s POFs and ammunition, both interstate and import/export, to and from the United States.

B. LIMITATIONS AND PROHIBITIONS

1. Importation of foreign and domestic semi-automatic assault weapons is prohibited.

2. Importation of machineguns, short barrel shotguns, short barrel rifles, silencers, destructive devices, and certain other concealable firearms is prohibited.

3. The Joint Travel Regulations (JTR) prohibits shipment of privately owned live ammunition as part of a customer’s Household Goods (HHG) or Unaccompanied Baggage (UB). (See the JTR, Appendix A, Definitions, Household Goods (HHG), Paragraph A.5.g (Uniformed Members Only), Appendix A (HHG) (Civilian Employees Only), and the Federal Travel Regulation (FTR). For shipping purposes under the JTR, the Defense Transportation Regulation (DTR) considers live ammunition as ammunition that contains explosive components (i.e., unexpended primer or propellant powder). It does not include expended or unprimed cartridge casings, empty or spent shotgun shells, shotgun shot or pellets, or souvenirs used for decorative purposes. Any reference to ammunition in this chapter is applicable only to ammunition that may be carried as accompanied (checked) baggage in accordance with (IAW) carriers’ regulations or that is being returned to the Customs Territory of the United States (CTUS) as other than HHG or UB. See the FTR, Part 300-3 (HHG) (Coast Guard Civilian Employees Only).

C. AUTHORIZATION

1. Shipment of Firearms within the Continental United States (CONUS). Customers are authorized to ship all conventional firearms, antique firearms, and surplus military firearms, provided the owner is in possession of licenses and permits or documentation required by law.

2. Exporting Firearms and Ammunition from the United States.
   a. United States (U.S.) Customs and Border Protection (CBP) Form 4455, Certificate of Registration, Figure 409-1.
   b. must be executed by the customer when shipping firearms or ammunition from the United States to an overseas area. This form must be completed prior to departure from the United States at any CBP office (http://www.cbp.gov/newsroom/publications/forms). The form establishes that the firearms or ammunition were previously taken out of the United States by the customer on the customer’s subsequent return.
   c. In lieu of certification on CBP Form 4455, proof of possession in the United States may be established by a bill of sale, a receipt or other such document, a HHG inventory or packing list, or an application to ship personal property so long as the article is adequately described therein.
   a. A member may import into the United States any reasonable number of POFs and amount of
      ammunition, subject to the following:
      (1) Member must be on active duty outside the United States or have been on active duty
          outside the United States within the 60-day period immediately preceding importation.
          (Customs duty must be paid on any monetary amount above the normal customs
          exemption.)
      (2) The firearms and ammunition must be suitable for sporting purposes, as set forth herein.
          Prohibited firearms may not be imported. Surplus military firearms may not be imported
          unless the member can demonstrate previous ownership in the United States of the
          firearms to U.S. border clearance officials.
      (3) The firearms and ammunition must be intended solely for the personal use of the
          member and not be intended for resale or for a gift to others.
      (4) Import must be to the place of residence of the member or to the member’s permanent
          duty station.
      (5) Import must be IAW all federal laws and state, territorial, or local laws. Members
          should consult Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) Publication
          5300.5, State Laws and Published Ordinances—Firearms, for detailed information
          regarding state laws.
          
          NOTE: The ATF has traditionally determined that two of any given model of firearms is
          reasonable. Higher numbers call into question if the firearms are truly for personal use.
   b. Import Permit Requirements. Application to import firearms and ammunition must be made
      on ATF Form 6 Part II (5330.3B), Application and Permit for Importation of Firearms,
      Ammunition and Defense Articles, Figure 409-2. The completed application must be sent to
      the Director, Bureau of Alcohol, Tobacco, Firearms and Explosives, ATTN: Firearms and
      Explosives Imports Branch, 650 Massachusetts Avenue N.W., Washington, DC 20226. ATF
      approved permits are required for importation of all POFs and ammunition, regardless of date
      of purchase, except as noted below.
      (1) Permits are not required for:
          (a) Firearms and ammunition previously taken out of the United States by the same
              member with proof of export
          (b) Antique firearms and replicas of antiques of such firearms if they are designed to
              use antique ignition systems (e.g., matchlock, flintlock, or percussion cap), or use
              rimfire or conventional centerfire ammunition that is not available in commercial
              channels.
      (2) Other items or categories exempt from import procedures set forth in 27 Code of Federal
          Regulations (CFR) Part 478, § 478.114, Importation by Members of the U.S. Armed
          Forces.
D. DOD CIVILIAN PERSONNEL

1. Firearms and Ammunition Acquired Overseas. DoD employees who are employed overseas and reside there while so employed are not considered as residents of a State in the United States during that period and, therefore, they may import into the United States any firearms or ammunition acquired overseas during their employment that may lawfully be imported subject to the following conditions:

   a. The firearms and ammunition must be suitable for sporting purposes. Prohibited firearms may not be imported. Surplus military firearms may not be imported unless the employee can demonstrate previous ownership in the United States of the firearms to U.S. border clearance officials.

   b. The firearms and ammunition must be intended solely for the personal use of the employee and not be intended for resale or for a gift to others.

   (1) Import Permit Requirements: Application to import firearms and ammunition must be made on ATF Form 6 Part I (5330.3A), Application and Permit for Importation of Firearms, Ammunition and Defense Articles, Figure 409-3. On the application or an attached sheet, a statement must be included that the applicant is a U.S. citizen returning from employment outside of the United States and has resided there during such employment, and that the firearms and ammunition are being imported for personal use and not for resale. The completed application must be sent to the Director, Bureau of Alcohol, Tobacco, Firearms and Explosives, ATTN: Firearms and Explosives Imports Branch, 650 Massachusetts Avenue N.W., Washington, DC 20226. ATF-approved permits are required for the importation of all personally owned firearms and ammunition, regardless of date of purchase, except as noted below.

   (2) Permits are not required for:

      (a) Firearms and ammunition previously taken out of the United States by the employee returning them. Proof of export is required

      (b) Antique firearms and replicas of antiques of such firearms if they are designed to use antique ignition systems (e.g., matchlock, flintlock, or percussion cap), or use rimfire or conventional centerfire ammunition that is not available in commercial channels.

E. OTHER IMPORTS

1. In addition to the imports of POFs and ammunition covered in paragraphs above, the following imports are allowed:

   a. A firearm issued to a general or flag officer under the provisions of military regulations. (No import permit required.)

   b. Firearms and ammunition imported for, sold or shipped to, or issued for the use of the United States or any department or agency thereof, or any State or any department, agency, or political subdivision thereof. (An import permit is required unless the firearms or ammunition is being directly imported by a federal agency.)

   c. Firearms or ammunition, with proper documentation, brought into the United States for scientific or research purposes, or for use in connection with competition or training for competitive firing (import permit required).
d. Firearms, other than machine guns, as determined by the ATF to be unserviceable and not restorable to firing condition, entered into the United States as curios, museum pieces, or historical artifacts (import permit required).

e. Any individual (military or civilian) on duty overseas may send a normally permitted firearm to a licensed dealer in the United States for repair and subsequent return to the individual at his or her oversea location. The firearm should normally be mailed, with the words “REPAIR AND RETURN” clearly marked on the outside of the package. (No import permit required.)

f. Additional detail on firearm importing requirements can be found in this regulation, Part V, Chapter 503, Importation of Privately Owned Firearms (POF) and Ammunition and Implements of War.

F. RESPONSIBILITIES OF CUSTOMERS

Customers must:

1. Ensure all laws and regulations of the United States and its territories, foreign countries, and municipalities are complied with regarding the possession, carrying, registration, and shipment of POFs. (See this regulation, Part V, Chapter 503, and the Personal Property Consignment Instruction Guide [PPCIG] by going to https://www.move.mil/sme.)

2. Obtain and provide copies, upon request, of documentation authorizations, individual licenses, or registration forms for the firearms to be shipped as a part of an authorized personal property shipment.

3. Ensure all firearms are free of explosive charges when turned over for shipment.

G. APPLICATIONS FOR SHIPMENT OF FIREARMS

All applications for the shipment of firearms and ammunition into the CTUS or for shipments that include firearms must be accompanied by the forms or certificates prescribed by this regulation, Part V, Chapter 503. A separate DD Form 1299, Application for Shipment and/or Storage of Personal Property, Figure 409-5, must be executed when the firearm is not to be packed and shipped with the HHG or UB. The make, model, caliber, and serial number of all firearms to be shipped must be listed on the shipment inventory, whether shipped separately or as part of HHG or UB. It is advisable for the customer to obtain a CBP Form 4455 from the nearest CBP office before shipment from the United States as proof of ownership in the United States. Upon reentry to the CTUS, the customer must provide proof of ownership in the United States. The statement “This shipment contains firearms” must be placed in the Description of Articles block on the BL. The counselor must refer to the PPCIG during counseling.

H. SHIPMENT BY THROUGH GOVERNMENT BILL OF LADING (TGBL) DPM

Under federal law, the carrier or contractor must be notified that firearms are being transported.

I. SHIPMENT THROUGH THE U.S. POSTAL SERVICE (USPS)

1. The USPS may be used as an alternate method of shipment of handguns and other firearms when offered as an official shipment between Transportation Offices (TO) as an authorized agent of the federal government.

2. Registered mail is required for these shipments.
3. For shipments entering the CTUS, a PS Form 2976-A, Customs Declaration and Dispatch Note, Figure 409-4, must be prepared and affixed to the parcel. The shipment must comply with (CBP) certification procedures outlined in the DTR, Part V.

4. Pistols, revolvers, and other firearms capable of being concealed on the person (referred to as handguns) are non-mailable by individuals. The DoD and the USPS prohibit acceptance by military post offices of firearms, ammunition and handguns for shipment by individuals (USPS Domestic/International Mail Manual, http://www.usps.com).

5. Due to complications that may arise with this method of shipment, TOs must limit use of this service to those situations where the customer has departed the area and the shipment could not otherwise be handled through normal shipping methods. Problems which may occur are: lack of adequate storage capability at the destination TOs, inability to effect tracer action until 60 days after shipment was made, and postal service liability rules.

J. REPORTING DISCREPANCIES

Carriers, TOs, and customers discovering theft, attempted theft, or non-receipt of firearms must report the incident immediately to their activity CDR, DoD Component investigative service, and United States Transportation Command/AMSSD-PPB. This report must contain the origin and destination of the shipment; the customer’s name, rank/grade, and Service/Agency; a description and serial number of the firearm; law enforcement agencies notified; and all other information concerning the incident. The DoD Components must establish procedures to ensure information is submitted through provost marshal or security officer channels to the National Crime Information Center and to the DoD central registry upon discovery of loss, theft, or recovery of lost or stolen firearms.
Figure 409-1. CBP Form 4455, Certificate of Registration
Figure 409-2. ATF Form 6 Part II (5330.3B), Application and Permit for Importation of Firearms, Ammunition and Defense Articles
Figure 409-2. ATF Form 6 Part II (5330.3B), Application and Permit for Importation of Firearms, Ammunition and Defense Articles (Cont’d)
Privacy Act Information

The following information is provided pursuant to Section 3(a)(3) of the Privacy of 1974:

1. Authority. With respect to the importation of firearms, ammunition, and defense articles, the information requested on ATF Form 6 - Part II (5330.3B) is mandatory pursuant to 18 U.S.C. 925.

2. Purpose. To determine if the article(s) qualifies for importation by the applicant.

3. Routine Uses. The information will be used by ATF to make determinations set forth in paragraph 2. In addition, information may be disclosed to other Federal, State, foreign and local law enforcement and regulatory agency personnel to verify information on the application and to aid in the performance of their duties with respect to the enforcement and regulation of firearms and/or ammunition where such disclosure is not prohibited by law. The information may further be disclosed to the Justice Department if it appears that the furnishing of false information may constitute a violation of Federal law. Finally, the information may be disclosed to members of the public in order to verify the information on the application when such disclosure is not prohibited by law.

4. Effects of not Supplying Information Requested. Failure to supply complete information will delay processing and may cause denial of the application.

Paperwork Reduction Act Notice

This request is in accordance with the Paperwork Reduction Act of 1995. This information collection is mandatory pursuant to 18 U.S.C. 915, 26 U.S.C. 5844, and 22 U.S.C. 2778. The purpose of this information collection is to allow ATF to determine if the article(s) described on the application qualifies for importation by the importer, and to serve as the authorization for the importer.

The estimated average burden associated with this collection of information is 30 minutes per respondent or recordkeeper depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be addressed to Reports Management Officer, Document Services, Bureau of Alcohol, Tobacco and Firearms and Explosives, Washington, DC 20222.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.
### Figure 409-3. ATF Form 6 Part I (5330.3A), Application and Permit for Importation of Firearms, Ammunition and Defense Articles

#### Section I - Application (Submit in triplicate) - For Applicant Use

<table>
<thead>
<tr>
<th>For Applicant Use</th>
<th>For Applicant's Optional Use</th>
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<tbody>
<tr>
<td>License No.</td>
<td>Phone No. (Including Extension No.)</td>
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<td>U.S. Foreign Trade Classification No.</td>
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<td>E-mail Address (Optional)</td>
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#### Section II - Application

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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<tr>
<td>1.</td>
<td>Name and Address of Custom Broker (Including Zip Code)</td>
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<td>2.</td>
<td>Applicant's Name and Address (Including Zip Code)</td>
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<td>3.</td>
<td>Name and Address of Foreign Supplier or Party</td>
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<td>4.</td>
<td>Description</td>
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<td>5.</td>
<td>Certification of Origin</td>
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<td>6.</td>
<td>List of Components</td>
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<td>7.</td>
<td>Description of Firearm</td>
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<td>8.</td>
<td>Description of Ammunition</td>
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<td>9.</td>
<td>Specific Purpose of Importation, Including Final End Use</td>
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<td>10.</td>
<td>Signature of Applicant</td>
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<td>Approval Status</td>
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<td>Revised Without Action for Additional Information</td>
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<td>Conditionally Approved</td>
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<td>15.</td>
<td>Withdrawn By Applicant Without Action</td>
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<td>16.</td>
<td>No Permit Required</td>
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Figure 409-3. ATF Form 6 Part I (5330.3A), Application and Permit for Importation of Firearms, Ammunition and Defense Articles (Cont’d)
Table: Defense Articles (Continued)

<table>
<thead>
<tr>
<th>Name and Address of Manufacturer</th>
<th>Description</th>
<th>Caliber or Gauge or Size</th>
<th>Quantity (Each type)</th>
<th>Unit Cost (U.S. Currency)</th>
<th>U.S. Munitions Import List Category</th>
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Figure 409-3. ATF Form 6 Part I (5330.3A), Application and Permit for Importation of Firearms, Ammunition and Defense Articles (Cont’d)
Figure 409-3. ATF Form 6 Part I (5330.3A), Application and Permit for Importation of Firearms, Ammunition and Defense Articles (Cont’d)
Figure 409-3. ATF Form 6 Part I (5330.3A), Application and Permit for Importation of Firearms, Ammunition and Defense Articles (Cont’d)
16. The permit is valid for 24 months from the date of approval. The approved application will serve as the permit to import the article(s) described on the form.

17. After approval, the Director will retain one copy and forward the original to the applicant or his designated agent, along with copies of ATF Form 6A, Receipt and Receipt of Imported Firearms, Ammunition and Defense Articles of War.

Release From Custody:

18. No amendments or alterations may be made to an approved permit, except by the Director.

19. An approved ATF Form 6 – Part I (5330.3A) which is unused, expired, suspended or revoked shall be returned immediately to the Director, Bureau of ATF, 1244 Sowby Road, Martinsburg, WV 25405 Attention: Firearms and Explosives Imports Branch.

20. For non-commercial imports, the ATF Form 6A, in duplicate with Sections I and II completed, the approved permit, and any other necessary documents, must be presented to CBS officials handling the importation to effect release of the articles.

Prohibited Persons Under U.S. Law:

21. The importer of a firearm should be familiar with the provisions of law governing who may lawfully possess a firearm in the United States. Generally, 18 U.S.C. 922 prohibits the purchase, transportation, receipt, or possession in or affecting interstate commerce of a firearm by one who has been convicted of a crime punishable by imprisonment for a term exceeding one year, by one who is a fugitive from justice, by one who is a minor alien of the United States, by one who is an unlawful user of, or addicted to, any narcotic drug, by one who has been committed by a court for mental illness or mental deficiency, by one who has been discharged from the Armed Forces under dishonorable conditions, by one who has renounced his or her U.S. citizenship, by one who is an alien illegally in the United States, or is a non-immigrant alien admitted to the United States under a visa, by one who is subject to certain restraining orders, or by one who has been convicted of a misdemeanor crime of domestic violence. Furthermore, section 922 prohibits the shipment, transportation, or receipt in or affecting interstate commerce of a firearm by one who is under indictment or information for a crime punishable by imprisonment for a term exceeding one year.

22. For commercial imports, the CBP copy of the form 6A will be transmitted to CBP electronically through the Automated Commercial Environment (ACE). For more information on how to use ACE, visit the Trade Resource Center at www.ita.gov or contact a CBP client representative at 1-877-645-5500.

23. Licensed importers and ISBA registrants are still required to file their copy of the form 6A with ATF within 15 days of release from CBP custody. This copy will have Section I and III completed. Section II is not required.

Forms:

24. Federal firearms licensees must retain this form as part of their ATF required records permanently as prescribed by 27 CFR 478.125(a). Importers required under the Arms Export Control Act who do not also hold a Federal firearms license must retain this form as part of their ATF required records for at least 5 years prescribed by 27 CFR 44.43(a).

Additional Forms are available from:

ATF Distribution Center
1516 Canton Branch Drive
LaSalle, IL 60911-3115
Or by accessing the ATF website at http://www.atf.gov

Privacy Act Information

The following information is provided pursuant to Section 3 of the Privacy Act of 1974 (5 U.S.C. § 552(a)(6)).

1. Authority. Disclosure of the information requested on ATF Form 6 Part I (5330.3A) is mandatory pursuant to 18 U.S.C. 625 and Section 38 of the Arms Export Control Act of 1976 (22 U.S.C. 2778, 22 U.S.C. 2784) to obtain a permit to import firearms, ammunition, and defense articles of war.

2. Purpose. To determine if the article(s) qualifies for importation by the applicant.

3. Routine Use. The information will be used by ATF to make determinations set forth in paragraph 2. In addition, information may be disclosed to other Federal, State, foreign, and local law enforcement and regulatory agency personnel to verify information on the application and to aid in the performance of their duties with respect to the enforcement and regulation of firearms and/or ammunition and where such disclosure is not prohibited by law. The information may further be disclosed to the Director and to members of the public in order to verify the information on the application when such disclosure is not prohibited by law.

4. Effect. Failure to supply complete information will delay processing and may cause denial of the application.

Figure 409-3. ATF Form 6 Part I (5330.3A), Application and Permit for Importation of Firearms, Ammunition and Defense Articles (Cont’d)
Figure 409-4. PS Form 2976-A, Customs Declaration and Dispatch Note (Sample)
**APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL PROPERTY**

1. DATE PREPARED (YYYYMMDD)  
2. SHIPMENT NUMBER

3. NAME OF PREPARING OFFICE
4. TO (Responsible Origin Personal Property Shipping Office)  
a. NAME

5. NAME OF DESTINATION PERSONAL PROPERTY SHIPPING OFFICE  
b. ADDRESS (Street, Suite Number, City, State, ZIP Code)

6. MEMBER OR EMPLOYEE INFORMATION  
a. NAME (Last, First, Middle Initial)  
b. RANK/GRADE  
c. SSN  
d. AGENCY

7. REQUEST ACTION BE TAKEN TO TRANSPORT OR STORE THE FOLLOWING:  
a. HOUSEHOLD GOODS/UNACCOMPANIED BAGGAGE/ITEMS/NO. OF CONTAINERS (Enter quantity estimate)

(1) POUNDS  
(2) POUNDS OF PROFESSIONAL BOOKS, PAPERS, AND EQUIPMENT  
(3) EXPENSIVE AND VALUABLE ITEMS NUMBER OF CARTONS

b. MOBILE HOME INFORMATION (Enter dimensions in feet and inches)

(1) SERIAL NUMBER  
(2) LENGTH  
(3) WIDTH  
(4) HEIGHT  
(5) TYPE EXPANDO (Describe)

c. MOBILE HOME SERVICES REQUESTED (X as applicable)  
- CONTENTS PACKED  
- MOBILE HOME BLOCKED  
- MOBILE HOME UNBLOCKED  
- STORED AT ORIGIN  
- STORED AT DESTINATION

d. HOUSEHOLD GOODS/UNACCOMPANIED BAGGAGE/ITEMS/NO. OF CONTAINERS

8. THIS SHIPMENT/STORAGE IS REQUIRED INCIDENT TO THE FOLLOWING CHANGE OF STATION ORDERS:  
a. TYPE ORDERS (X one)  
b. ISSUED BY  
c. NEW DUTY ASSIGNMENT

d. DATE OF ORDERS (YYYYMMDD)  
e. ORDERS NUMBER  
f. PARAGRAPHS

g. IN TRANSIT TELEPHONE NO. (Include Area Code)

9. PICKUP (ORIGIN) INFORMATION  
a. ADDRESS (Street, Apartment Number, City, State, ZIP Code)  
   (If a mobile home park, include mobile home court name)

b. TELEPHONE NUMBER (Include Area Code)

10. DESTINATION INFORMATION  
a. ADDRESS (Street, Apartment Number, City, County, State, ZIP Code)  
   (If a mobile home park, include mobile home court name)

b. AGENT DESIGNATED TO RECEIVE PROPERTY

11. EXTRA PICKUP/Delivery ADDRESS (If applicable)  
12. SCHEDULED DATE FOR (YYYYMMDD)

a. PACK  
b. PICKUP  
c. DELIVERY

13. REMARKS

14. I CERTIFY THAT NO OTHER SHIPMENTS AND/OR NONTEMPORARY STORAGE HAVE BEEN MADE UNDER THESE ORDERS EXCEPT AS INDICATED BELOW (If none, indicate "NONE")

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
<th>NET POUNDS (Actual or estimated)</th>
<th>POUNDS OF PERSONAL PROPERTY</th>
</tr>
</thead>
</table>

15. CERTIFICATION OF SHIPMENT RESPONSIBILITIES/STORAGE CONDITIONS

I certify that I have read and understand my shipping responsibilities and storage conditions printed on the back side of this form.

a. SIGNATURE OF MEMBER/EMPLOYEE  
b. DATE SIGNED  
c. ADDRESS OF CONTRACTOR (Street, Suite No., City, State, ZIP Code)

d. NAME OF CONTRACTOR (Origin DPM or non-temporary storage)

16. CERTIFICATE IN LIEU OF SIGNATURE ON THIS FORM IS REQUIRED WHEN REGULATIONS SO AUTHORIZE Property is baggage, household goods, mobile home, and/or professional books, papers and equipment authorized to be shipped at government expense.

a. REASON FOR NONAVAILABILITY OF SIGNATURE  
b. CERTIFIED BY (Signature)

c. TITLE

DD FORM 1299, SEP 1998  
PREVIOUS EDITION IS OBSOLETE.
Figure 409-5. DD Form 1299, Application for Shipment and/or Storage of Personal Property, (Back) (Cont'd)