



## CERTIFIED INTAKE CENTER PROGRAM

### **Purpose:**

Guns 4 Good recognizes that lawful firearm intake may originate from licensed commercial entities or law enforcement agencies operating under different legal authorities. To ensure clarity, compliance, and operational efficiency, Guns 4 Good offers **two distinct certification pathways** for firearm intake participation.

### **CERTIFIED PATH A: LICENSED CERTIFIED INTAKE CENTER (FFL-BASED)**

- Federal Firearms License (FFL) holders in good standing
- Brick-and-mortar firearm retailers, ranges, or gunsmiths
- Other licensed firearm businesses meeting ATF requirements

### **CERTIFIED PATH B: LAW ENFORCEMENT CERTIFIED INTAKE PARTNER (NON-FFL)**

- Municipal, county, state, or federal law enforcement agencies
- Sheriff's offices and police departments
- Other government entities authorized to possess firearms under law

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## CERTIFIED PATH A: LICENSED CERTIFIED INTAKE CENTER (FFL-BASED)

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### Licensed Certified Intake Centers may:

- Accept firearms directly from private individuals, estates, or organizations via lawful transfer
- Log firearms into their A&D records
- Temporarily store firearms pending transfer
- Transfer firearms to Guns 4 Good's preferred processing FFL
  - *Shipping must either be paid by donor, intake center or requested by G4G payment and/or reimbursement.*

### Requirements:

- Maintain active FFL status – *Provided and on file with G4G at all times, in current form*
- Follow all ATF acquisition and disposition requirements
- Maintain secure firearm storage
- Execute a Guns 4 Good Certified Intake Center Agreement



### PATH A (FFL) DOCUMENTS

- Certified Intake Center Agreement
- FFL Intake & Transfer Procedures
- FFL Pickup & Receipt Checklist
- Financial Tracking & Remittance Overview

### GENERAL PROGRAM DOCUMENTS:

- Certified Intake Center Program Overview
- Certified Intake Center Qualifications & Requirements
- Certified Intake Center Branding & Public Relations Guidelines
- Evidence Room / Intake Flowchart Reference Guide
- Primary Contact & Escalation Sheet
- Guns4Good Logo Artwork
- Certified Intake Center Badge Artwork
- Approved Signage & Poster Files (as created)

### *To expect, on-going:*

- Public-facing FAQ (Approved Language)
- Media & Communications Toolkit
- Annual Certification Renewal Form
- Program Updates & Policy Bulletins

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## **CERTIFIED PATH B: LAW ENFORCEMENT CERTIFIED INTAKE PARTNER (NON-FFL)**

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### **AUTHORIZED INTAKE SCENARIOS**

Law Enforcement Certified Intake Partners may participate in **one** or **both** of the following intake roles:

#### **1. Public Voluntary Firearm Intake (Temporary Custody)**

- Accept firearms voluntarily surrendered by members of the public
- Hold firearms solely for safekeeping pending transfer
- Transfer firearms to Guns 4 Good's designated licensed FFL partner
- No resale, modification, or disposition authority is exercised by the agency

#### **2. Confiscated or Court-Authorized Firearm Intake**

- Hold firearms confiscated through lawful enforcement activity
- Hold firearms released through court authorization, forfeiture, or destruction diversion programs
- Transfer firearms to Guns 4 Good's designated licensed FFL partner when legally permitted

**G4G will ALWAYS facilitate physical pick-up of the weapon by an individual licensed by the intake FFL partner.**

### **SCOPE LIMITATIONS**

Law Enforcement Certified Intake Partners:

- **Do not** act as firearms dealers
- **Do not** log firearms into A&D books
- **Do not** sell, transfer, or distribute firearms
- **Do not** appraise or represent firearm value
- **Do not** determine final disposition

All resale, refurbishment, and distribution activities are conducted **exclusively by licensed FFL partners.**

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**CERTIFIED PATH B: LAW ENFORCEMENT CERTIFIED INTAKE PARTNER (NON-FFL)**

*Continued...*

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**STORAGE & CUSTODY REQUIREMENTS**

Participating agencies must:

- Maintain firearms in secure evidence or property storage
- Segregate Guns 4 Good–designated firearms where feasible
- Maintain chain-of-custody documentation
- Release firearms only upon verified authorization to Guns 4 Good's designated FFL partner

**LEGAL & LIABILITY SAFEGUARDS**

- Guns 4 Good does not assume custody or ownership of weapons. Lawful transfer to an FFL occurs and is considered a consignment asset TO G4G BY the licensed FFL
- Law enforcement agencies retain custody responsibility until transfer is completed
- All transfers are conducted pursuant to applicable federal, state, and local law
- Participation does not alter existing evidence-handling or forfeiture policies



**DOCUMENTATION & AGREEMENTS**

Each Law Enforcement Certified Intake Partner must execute:

- A Law Enforcement Memorandum of Understanding (MOU)
- Transfer authorization documentation per item or batch
- Any required court or administrative approvals