

Dear Federal Firearms Licensee,

On July 1, 1999, an Executive Order was signed by Governor Bill Owens, enabling the Colorado Bureau of Investigation (CBI) to be the point of contact (POC) for the National Instant Criminal Background Check System (NICS).

Effective Sunday, August 1, 1999 Federal Firearm Licensees (FFLs) will be required to contact the CBI directly when selling or transferring a firearm, rather than contacting the Federal Bureau of Investigation. The CBI will respond to the requesting FFL with approval or disapproval to complete the proposed sale or transfer. If you have received a "wait" message, you cannot proceed with a sale or transfer until you have received an approval -OR- 3 business days (as defined) has elapsed.

Enclosed you will find a procedure sheet addressing how an Insta-Check will be performed, also included is the Colorado Firearm Transaction Record Form and a Notice of Denial Form. FFLs can make copies of these forms as needed. We hope to provide these in bulk if/when the state legislation passes.

FEES

The general assembly is funding the Insta-Check program until the next legislative session.

IF YOU HAVE AN FFL, YOU ARE REGISTERED

The ATF has provided the CBI with a list of current FFLs, which have already been entered into our Insta-Check system. If the information on your license is current, there is no need to call the CBI to become registered.

IMPORTANT NUMBERS

CBI Insta-Check (303) 239-4681
Toll Free1-800-486-2023
ATF(303) 844-3421

THREE BUSINESS DAYS defined: (also see 28 CFR, part 25.2)

A "business day" means a 24-hr day (beginning at 12:01 a.m.) on which state offices (other than Insta-Check) are open in Colorado.

Example: A sale or transfer is placed on a "wait" at noon on Friday. The clock does not start until 12:01 a.m. on Monday morning (assuming that day is not a holiday) and the sale or transfer cannot proceed without an approval until 12:01 a.m. on Thursday.

If you have any questions, please contact the Insta-Check unit at (303) 239-4681

Sincerely,

Susan Kitchen
Agent in Charge
CBI Insta-Check