



FIREARM RELEASE REQUEST FORM

DISCLAIMER: This form is to be used only by the owner of a firearm which is in the custody or control of the Opelika Police Department's Central Evidence as a request. This form exists only as an official claim of said property and may not be used to transfer a firearm or to prove ownership of a firearm. Submission of this form does not guarantee eligibility to retrieve property being held with the Opelika Police Department.

(Please refer to page 2 of 2 for additional information.)

A. Applicant Information					
Last Name:	First Name:	Middle Initial:	Suffix:		
Address:		City:	State:	Zip Code:	
Date of Birth (MM/DD/YYYY):	Social Security Number:	Race:	Sex:	Driver License Number:	
Home Phone Number (Include Area Code):	Mobile Phone Number (Include Area Code):		E-Mail Address:		
B. Case and Firearm(s) Information (Please refer to page 2, part B before completing section)					
Incident Report Number:		Property Receipt number:		Check all that apply:	
Make:	Model:	Serial Number:		<input type="checkbox"/> Reported as Missing or Stolen <input type="checkbox"/> Not Reported as Missing or Stolen <input type="checkbox"/> Applicant is Beneficiary	
Make:	Model:	Serial Number:			
Make:	Model:	Serial Number:			
Out of State Transfer: Local Law Enforcement Agency _____ or FFL Dealer _____ *Only for Individuals who does not reside in the state of Alabama*					
C. Declaration					
I declare under penalty under the laws of the State of Alabama that the foregoing is true and correct and that I am the lawful owner or legal beneficiary of the firearm(s) that I seek to have returned. I expressly authorize the Opelika Police Department to perform firearms eligibility checks of relevant State and Federal databases, including the Federal Bureau of Investigation's National Instant Criminal Background Check System. I also understand that if I currently possess or own firearms and the results of this check reveal that I am ineligible to lawfully possess or purchase firearms, I must relinquish all firearms in my possession.					
Signature: _____			Date: _____		
OFFICE USE ONLY					
<input type="checkbox"/> Proof of Ownership Included w/Application <input type="checkbox"/> Proof of Ownership NOT Included w/Application <input type="checkbox"/> Case Pending Court Disposition					
Dated Received:		Date Processed:		Evidence Technician Assigned:	Officer Assigned:
Date Submitted:		Date Return:		Stamp Approved or Denied	



FIREARM RELEASE REQUEST FORM

Proper Use of the Firearm Release Form (FRR)

This application is only to be completed by the firearm owner who is seeking to retrieve his/her property currently held in the custody or control of the Opelika Police Department's Central Evidence. A beneficiary may complete and apply in the event the actual owner is unable to do so.

Application Submission Requirements:

Persons seeking the return of a firearm must submit a completed application with proof of ownership and a valid state-issued photo identification card. **(Acceptable forms of proof of ownership are: Original or duplicate copy of the Bill of Sale or receipt issued at the time of purchase OR a notarized letter stating sole ownership, Make, Model and Serial Number. If a Bill of Sale or receipt is handwritten, it must also be notarized.)** Applications MUST include an Incident Report Number, Make, Model and Serial Number to be properly processed. Incomplete applications will be returned without being processed. Photos of applications are not permissible. An Interstate Identification Index (III) background check will be conducted to determine whether the requestor is eligible to possess firearms under state and federal law.

Upon receipt of completed application, a notice of receipt will be sent to applicant via e-mail or via U.S. mail if no e-mail address is provided.

Submit completed application, proof of ownership and proper ID by mail/in person:

Opelika Police Department
501 South 10th Street
Opelika, AL 36801
Attn: Central Evidence

Part A – Owner Information Enter the information as requested. If the applicant is a beneficiary, please enter your personal information as the owner.

Part B – Case and Firearm(s) Information Applicants may request multiple firearms per one application if each firearm is booked under the same Incident Report Number. To request additional firearms booked under different Incident Report Numbers, please print, and submit a separate application. Beneficiary must submit letter of administration or letters testamentary issued by the Probate Court as well as a copy of the death certificate with application. For Out of State Transfer individuals who do not reside in the state of Alabama indicate on the form where the weapon will be sent to.

Part C –Declaration Applicant must sign and date the declaration on this application.

*This page is to be kept for your records. Please do not submit with application.