

## Assignment and Report

1. OPERATING NAME AND ADDRESS (INCLUDE ZIP CODE AND COUNTY)  Lombard Gun Shop & Range LTD 250 Cortland Ave Lombard, IL 60148, DuPage	2. U.I. NUMBER (ORG. SEG. CODE, ASSIGNMENT NO., P.P.C.) 772060-2015-0438-B1B		
	3. PERMIT/LICENSE NUMBER 336043017K03247	4a. TARGET DATE	4b. TARGET HOURS
	5. REQUESTED BY (SIGNATURE, TITLE AND DATE)		

6. ATF OFFICER(S) ASSIGNED  
(b)(6) - Assigned Investigator  
(b)(6) - Assigned Investigator  
(b)(6) - Lead Investigator  
(b)(6) - Assigned Investigator  
(b)(6) - Assigned Investigator  
(b)(6) - Assigned Investigator  
(b)(6) - Assigned Investigator

7. ASSIGNED BY (SIGNATURE, TITLE AND DATE)  
(b)(6) Area Supervisor, 04/01/2015

8. PURPOSE/SPECIAL INSTRUCTIONS  
Please conduct a full scope firearms compliance inspection of this Type 01 FFL. During initial review of this assignment please ensure the shared drive is reviewed for any additional variance approvals, correspondences, etc. that are not located in the file.  
  
Zoning - Please utilize the Shared Zoning Folder for all zoning information. If a location needs added, deleted or amended/updated, please do so to ensure we maintain an accurate and up to date database.

9. INSPECTION RESULTS		<input type="checkbox"/> CHECK IF NO VIOLATIONS, ADJUSTMENTS, ETC		10. TRAVEL EXPENSES (OPTIONAL)	
NO. OF VIOLATIONS	11	NO. OF REFERRALS		2111 - PER DIEM	
NO. OF TECS CHECKS	141	NO. OF TECS HITS		2112 - P.O.A.	
NO. OF TAX ADJUSTMENTS		\$ VALUE OF TAX INCREASES		2113 - COMM. AIR	
		\$ VALUE OF TAX DECREASES		2114 - RENTAL CAR	
NO. OF ASSESSMENTS		\$ VALUE OF ASSESSMENTS		2115 - GPV EXPENSES	
NO. OF CLAIMS		\$ VALUE OF CLAIMS		2116 - MISC.	
NO. OF TAX PERIODS		\$ VALUE OF TAXES VERIFIED		TOTAL \$ FOR INSP.	

11. ATF OFFICER'S RECOMMENDATION  
Submitted by (b)(6) - Industry Operations Investigator  
  
Submitted on: 06/18/2015

Viols WC with WL and Recall

12. TIME ACCOUNTING DATA			
ATF OFFICER'S NAME (MONTH, YEAR, HOURS)	(b)(6)		
APR 0	22.00		
ATF OFFICER'S SUBTOTAL	22.00	ATF OFFICER'S SIGNATURE	
ATF OFFICER'S NAME (MONTH, YEAR, HOURS)	(b)(6)		
APR 0	6.00		
ATF OFFICER'S SUBTOTAL	6.00	ATF OFFICER'S SIGNATURE	
ATF OFFICER'S NAME (MONTH, YEAR, HOURS)	(b)(6)		
MAR 0	.50		
APR 0	56.50		
MAY 0	41.00		
JUN 0	32.00		

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	3. PERMIT/LICENSE NUMBER 336043017K03247	4a. TARGET DATE	4b. TARGET HOURS
	5. REQUESTED BY (SIGNATURE, TITLE AND DATE)		

### 12. TIME ACCOUNTING DATA

ATF OFFICER'S NAME (MONTH, YEAR, HOURS) (b)(6)	
JUL 0	12.00
ATF OFFICER'S SUBTOTAL	142.00
ATF OFFICER'S SIGNATURE	
ATF OFFICER'S NAME (MONTH, YEAR, HOURS) (b)(6)	
APR 0	22.00
ATF OFFICER'S SUBTOTAL	22.00
ATF OFFICER'S SIGNATURE	
ATF OFFICER'S NAME (MONTH, YEAR, HOURS) (b)(6)	
APR 0	9.00
JUN 0	4.00
ATF OFFICER'S SUBTOTAL	13.00
ATF OFFICER'S SIGNATURE	
ATF OFFICER'S NAME (MONTH, YEAR, HOURS) (b)(6)	
APR 0	9.00
MAY 0	3.00
ATF OFFICER'S SUBTOTAL	12.00
ATF OFFICER'S SIGNATURE	
ATF OFFICER'S NAME (MONTH, YEAR, HOURS) (b)(6)	
APR 0	54.00
MAY 0	42.00
JUN 0	5.00
JUL 0	5.00
ATF OFFICER'S SUBTOTAL	106.00
ATF OFFICER'S SIGNATURE	
TOTAL HOURS	323.00

### 13. REVIEW AND ROUTING

#### REVIEW COMMENTS AND RECOMMENDATION

Through examination of the inspection report, I have determined that IOI (b)(6) has sufficiently documented and substantiated the 11 violations disclosed during the inspection and has provided the necessary supporting information and exhibits necessary in justifying a warning conference. I concur with IOI (b)(6) recommendation of a warning conference and recommend the licensee be directed to attend a warning conference so a stronger emphasis can be placed on internal controls to help ensure that future violations do not recur. In addition, I recommend a recall inspection be conducted of this licensee. Upon concurrence by the Acting DIO a warning conference will be scheduled and held.

Viols WC with WL and Recall

☒ REVIEWED

☒ CONCUR

☒ SEE COMMENTS

☐ FINAL DISPOSITION

#### SIGNATURE AND TITLE

(b)(6) - Area Supervisor

#### REVIEW DATE

06/19/2015

#### REVIEW COMMENTS AND RECOMMENDATION

Viols WC with WL and Recall

☒ REVIEWED

☒ CONCUR

☐ SEE COMMENTS

☒ FINAL DISPOSITION

#### SIGNATURE AND TITLE

(b)(6) - Area Supervisor

#### REVIEW DATE

06/19/2015

## Assignment and Report

1. OPERATING NAME AND ADDRESS (INCLUDE ZIP CODE AND COUNTY) Lombard Gun Shop & Range LTD 250 Cortland Ave Lombard, IL 60148, DuPage	2. U.I. NUMBER (ORG. SEG. CODE, ASSIGNMENT NO., P.P.C.) 772060-2015-0438-B1B		
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	5. REQUESTED BY (SIGNATURE, TITLE AND DATE)		

ROUTING SEQUENCE AND DATE

- ☐ 1. \_\_\_\_\_  
☐ 2. \_\_\_\_\_  
☐ 3. \_\_\_\_\_  
☐ 4. \_\_\_\_\_

CONTROL FILE POSTED DATE \_\_\_\_\_

## Report of Violations

### Instructions

Please write firmly with a ball point pen when completing this form. ATF officers will prepare this form in triplicate. The original copy will be given to the proprietor or a responsible representative. The remaining copies will be submitted with the completed inspection report. Supervisors will detach one copy from the completed report for their files.

Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 1 of 10 Pages
License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

- Number:** 1
- Nature of Violation:**  
Licensee failed to include ATF I 5300.2- Youth Handgun Safety Act Notice, with each handgun transferred to a non-licensee.
- Citation:** 27 CFR 478.103(a)
- Date Corrections to be Made:**  
(If not corrected immediately)
- Corrective Action to be Taken:** Licensee will ensure that all future deliveries of handguns to non-licensees include a copy of ATF I 5300.2.  
(If not corrected immediately)
- Number:** 2
- Nature of Violation:**  
Licensee failed to display ATF I 5300.1, Youth Handgun Act poster, on the business premises.
- Citation:** 27 CFR 478.103(d)
- Date Corrections to be Made:**  
(If not corrected immediately)
- Corrective Action to be Taken:** Licensee will immediately post ATF I 5300.1 at the business premises in location where customers can readily see it.  
(If not corrected immediately)



## Report of Violations

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License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 3

#### Nature of Violation:

A review of completed Forms 4473 for the period 4/1/2014 to 4/20/2015 disclosed the following errors/omissions:

- (b)(1) form contained purchaser name error in block #1
- (b)(3) forms contained address errors in block #2
- (b)(3) forms contained POB omissions in block #3
- (b)(1) forms contained height errors in block #4
- (b)(1) forms contained weight omissions in block #5
- (b)(3) form contained DOB error in block #7
- (b)(3) forms contained race errors in block #10b
- (b)(1) form contained an error in the illegal alien question block # 11k
- (b)(1) forms contained errors in state of residency block #13
- (b)(3) forms contained omissions in the transferee's/buyer's signature field block #16
- (b)(3) forms contained errors or omissions in the certification date block #17

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.124(c)(1)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

## Report of Violations

### Instructions

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License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

**Number:** 4

**Nature of Violation:**  
A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:  
  
-- ☒ forms had errors or omissions in the identification field, block #20a  
  
(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)  
**Citation:** 27 CFR 478.124(c)(3)(i)

**Date Corrections to be Made:**  
(If not corrected immediately)

**Corrective Action to be Taken:** No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.  
(If not corrected immediately)

## Report of Violations

### Instructions

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Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 4 of 10 Pages
License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 5

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b)(3) forms had errors or omissions in NICS call-in date field, block #21a
- (b)(3) forms had errors or omissions in NICS transaction number field, block #21b
- (b)(3) forms failed to contain NICS responses in block #21c
- (b)(3) forms had errors or omissions in NICS secondary response field, block #21d

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

In addition, on (b)(3) occasions, licensee initiated a NICS background check prior to the purchaser completing and signing Form 4473. (See Forms (b)(3) 112 PL 55 125 STAT 552)

Citation: 27 CFR 478.124(c)(3)(iv)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

## Report of Violations

### Instructions

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### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 6

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- ☐ forms had an incorrect or missing manufacturer/importer information in block #26
- ☐ forms failed to contain the model of the firearm in block #27
- ☐ forms failed to contain the serial number in block #28; and 1 form contained an incorrect serial number in block #28
- ☐ forms failed to contain the type of firearm in block #29; and 1 form contained an incorrect type of firearm in block #29
- ☐ forms failed to contain information in the caliber/gauge block #30

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.124(c)(4)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

## Report of Violations

### Instructions

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License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 7

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b)(3) forms had errors or omissions in the transferor's/seller's signature block #34
- (b)(3) forms had errors or omissions in the transferor's date block #36

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.124(c)(5)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.



## Report of Violations

### Instructions

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### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 8

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b)(6) forms failed to contain ethnicity information in block #10a
- (b)(1) form failed to contain an answer to question 11a
- (b)(1) forms had errors or omissions in block #18
- (b)(3) forms had errors/omissions in the recertification date block #25
- (b)(1) forms had errors in block #30b
- (b)(3) forms failed to contain information in blocks #31 and #32
- (b)(3) forms failed to contain information in block #33
- (b)(3) forms failed to contain information in block #35

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.21(a)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of Form 4473.

## Report of Violations

### Instructions

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License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

- Number:** 9
- Nature of Violation:**  
In (b)(3) instance, licensee failed to complete and submit ATF Form 3310.4- Report of Multiple Sale or Other Disposition of Pistols and Revolvers. (b)(6) (b)(3) 112 PL 55 125 STAT 552
- Citation:** 27 CFR 478.126a
- Date Corrections to be Made:** 06/12/2015  
(If not corrected immediately)
- Corrective Action to be Taken:** Licensee will immediately submit this required report to ATF.  
(If not corrected immediately)
- Number:** 10
- Nature of Violation:**  
In (b)(3) instance, licensee failed to maintain ATF Form 4473 with a denied NICS for five years (b)(6) (b)(3) 112 PL 55 125 STAT 552
- Citation:** 27 CFR 478.129(b)
- Date Corrections to be Made:**  
(If not corrected immediately)
- Corrective Action to be Taken:** No corrective action is required for this violation. Licensee was instructed on the record retention schedule for denied/cancelled Forms 4473.  
(If not corrected immediately)

## Report of Violations

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License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 11

#### Nature of Violation:

Licensee is using a computerized A&D record system that does not print out the required information chronologically by date of acquisition. (See Ruling 2013-5)

Licensee is using a computerized A&D record system for which the required information was not being stored on a computer or server owned by the licensee. (See Ruling 2013-5)

A review of the licensee's A&D record and conduct of a full inventory of all firearms on the business premises resulted in the following errors and/or omissions:

- (b)(3) entries contained incorrect manufacture information in the A&D record
- (b)(3) entries contained incorrect model information in the A&D record
- (b)(3) entries contained incorrect serial numbers in the A&D record
- (b)(3) entry did not contain any supplier information (from whom received)
- (b)(3) firearms on the business premises were never logged into the A&D record
- (b)(3) firearm in inventory was logged out incorrectly (b)(6) 7-14-15
- (b)(3) firearms transferred to other FFLs were never logged out as disposed in the A&D record
- (b)(3) firearms transferred on Forms 4473 were never logged out as disposed in the A&D record
- (b)(3) repair firearms returned to owners were never logged out as disposed in the A&D record
- (b)(3) dispositions could not be determined for 19 open entries in the A&D record (MISSING FIREARMS)

Date Corrections to be Made: 06/23/2015  
(If not corrected immediately)

Corrective Action to be Taken: Licensee will ensure the computerized A&D record is in compliance with 27 CFR 478.125(e) as well as all required criteria in ATF Ruling 2013-5.  
(If not corrected immediately)

Licensee will make all the noted corrections to the A&D record by the required date of June 23, 2015.

Licensee will immediately report all missing firearms to ATF as a loss from inventory via Form 3310.11; and to the local police jurisdiction. Any firearms and dispositions located after reporting the inventory loss should be reported to ATF as found.



## Report of Violations

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License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

- duplicate entries were not properly disposed of in the A&D record
- erroneous entry was not properly disposed of in the A&D record
- firearm destroyed was not properly disposed of in the A&D record
- disposition entry contained an incorrect address of the purchaser

(PLEASE SEE ATTACHMENT #2 FOR ITEMIZED ERRORS AND OMISSIONS.)

Citation: 27 CFR 478.125(e)

I Have Received a Copy of This Report of Violations (Proprietor's signature and title)

*Frances Sorbin*

Signature and Title of ATF Officer

(b)(6)

Senior Industry Operations Investigator

Date

6/9/15

Date

6/9/15

ATF E-Form 5030.5

Revised April 2005

# FIREARMS INSPECTION REPORT

**Name:** Lombard Gun Shop & Range LTD      **UI#:** 772060-2015-0438-B1B  
**Trade Name:**      **FFL#:** 3-36-043-01-7K-03247

**Address:** 250 Cortland Avenue  
Lombard, Illinois 60148, DuPage County

## 1 - Introduction

### Inspection Profile:

This assignment was issued to Senior Investigator (b)(6) when information was received from an anonymous telephone caller that the shop was exhibiting difficulties with locating its required records and its inventory of firearms. This license was issued in August of 2011 and no compliance inspection had yet been conducted. It was known that the shop is co-located with a shooting range, Article II, which was owned and operated by the previous owner of Article II Gun Shop (D/B/A Gun World) in Bensenville, Illinois, whose FFL was revoked by ATF in 2006. This assignment was also to verify the current owners, operators and managers of the gun shop.

On April 20, 2015, Senior IOIs (b)(6) and (b)(6) and Matt (b)(6) and IOIs (b)(6) and (b)(6) began an unannounced inspection of this licensee. A complete inventory of all firearms on the business premises was completed, and a review of completed ATF Forms 4473 for the previous 12 months was conducted.

A closing conference was held on June 9, 2015, in which a Report of Violations was issued to the responsible person, Frances Soskin. They had been allowed 30 days to reconcile their inventory discrepancies before the ROV was issued.

### Business Profile:

Lombard Gun Shop & Range LTD is a guns hop located inside of a large building that also house the Article II Gun Range, which is operated as a separate corporation from the gun store. However, all employees of both businesses have access to all areas of the facility. The shop sells new and used handguns and long guns as well as firearm accessories and shooting supplies. They also deal in a small quantity of receivers.

During the 12-month period prior to the inspection, this licensee acquired approximately (b)(4) firearms (b)(4) handguns, (b)(4) long guns, (b)(4) receivers, and (b)(4) repair firearms). They disposed of approximately (b)(4) firearms (b)(4) handguns, (b)(4) long guns, (b)(4) receivers, and returned (b)(4) repair firearms).

The shop does not deal in NFA firearms and is not qualified as a Class 3 dealer. They do not routinely operate at guns shows but are considering attending as a way to promote their business, mainly the shooting range.



# FIREARMS INSPECTION REPORT

**Name:** Lombard Gun Shop & Range LTD  
**Trade Name:**

**UI#:** 772060-2015-0438-B1B  
**FFL#:** 3-36-043-01-7K-03247

## **Ownership and Control:**

Lombard Gun Shop & Range LTD is a valid corporation in the State of Illinois, properly registered with the Illinois Secretary of State and the Illinois Department of Revenue. (See Exhibit #1) The only corporate officer is Frances Soskin, which was verified during the inspection. No changes of control have occurred. The second responsible person, (b) (6), notified ATF that he would like to remove himself as responsible person for this license. This was forwarded to the Licensing Center by Senior IOI (b)(6) and he was deactivated in FLS. (See Exhibit #2)

## **Variance:**

No variance requests were submitted by this licensee during the years prior to this inspection. No variance requests were submitted during the inspection.

The licensee is using a computerized A&D record system, which was evaluated during this inspection. It was determined that the system (Log Books for Guns) does not meet the regulatory requirements and the criteria outlined in ATF Ruling 2013-5 in that it does not print out the required information in chronological order by date of firearm acquisitions; and the licensee's information is not stored on a computer or server owned by the license. The information is stored on computers/servers owned by the vendor of the software.

This licensee advised at the closing conference that they have already purchased other software for their computerized A&D record. They verified they will conduct a full inventory and then transfer all open entries to the new system, maintaining all previous transaction records as required.

## **2 - Recommendation**

Due to the cited violations which include (b)(3) missing firearms, it is recommended a Warning Conference be held with this licensee.

## **3 - Inspection History**

This was the first compliance inspection for this licensee.

**Date and Type of Inspection:** August 2011 – Full field application inspection

**UI#:** 772050-2011-0237-B1B

### **Inspection Results:**

Recommended issuance of the Type 01 license.

### **Cited Violations:**

None.

# FIREARMS INSPECTION REPORT

Name: Lombard Gun Shop & Range LTD  
Trade Name:

UI#: 772060-2015-0438-B1B  
FFL#: 3-36-043-01-7K-03247

## 4 - Acquisition & Disposition (A&D) Record - Inventory

On the first day of the inspection, the licensee was asked for a list of all firearms in inventory. After a short period of time, they were able to provide a list of firearms that should be in inventory according to their computerized record keeping program (Log Books for Guns). An inventory was conducted on April 20 and 21, 2015. Their list contained (b)(3) 112 PL 5 open entries. Reconciliation of all firearms found was done and the licensee was provide with a list of (b)(3) 112 open entries that had not been matched with firearms in the shop. They were allowed a total of 30 days to reconcile this list and eventually determined that (b)(3) firearms could not be accounted for. At the closing conference, this number was brought down to (b)(3), which were reported as missing from inventory by the licensee. It was determined that (b)(3) 112 PL 5 firearms had been in inventory.

A review of the A&D records provided by the licensee resulted in numerous entry errors and omissions, for which the licensee was cited. Summary is:

(b)(3) entries contained errors/omissions in the firearm description  
(b)(3) entry did not contain the supplier information  
(b)(3) firearms in inventory was logged out incorrectly  
(b)(3) firearms on the business premises were not logged into the A&D record  
(b)(3) dispositions were not timely entered by the start of the inspection  
(b)(3) disposition entry contained incorrect information  
(b)(3) firearm dispositions could not be reconciled (missing)

*(See Report of Violations #11; Worksheet #1)*

## 5 - ATF Forms 4473 – NICS & Other Dispositions

Completed Forms 4473 are maintained in file cabinets in the office area of the shop. They are contained in file folders, 25 forms per folder. Denied/cancelled sale 4473s are maintained separately in folders by calendar year.

For the previous 12 months, this licensee had on file (b)(3) - 112 PL 5 Forms 4473 for completed firearms transfers and an additional (b)(3) that were located in the office of the shop and had not been signed by the licensee/transferor. It was determined that Fran Soskin signs every Form 4473. When questioned about this, she and (b)(6) stated that she is present at the counter for each and every firearm transfer that is made. The clerks are advised not to deliver the firearm until Fran is present and can verify the documentation and delivery of the firearm.

The Forms 4473 on file were reviewed for accuracy and completeness by IOIs (b)(6) (b)(6) (b)(6) (b)(6) and (b)(6). A total of (b)(3) 112 forms were

# FIREARMS INSPECTION REPORT

**Name:** Lombard Gun Shop & Range LTD  
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found to have errors or omissions in required information. Summary of findings is:

- Incorrect/missing purchaser address information
- Missing Place of Birth information
- Missing ethnicity/race information
- Certification signature/date errors/omissions
- NICS information errors/omissions
- Missing/incorrect firearm description information
- Missing transferor information

*(See Report of Violations #3, #4, #5, #6, #7, #8; Worksheet #2)*

In addition, [REDACTED] unreported multiple sale was disclosed; [REDACTED] Form 4473 was not retained for a denied NICS; [REDACTED] Form 4473 contained a “no” answer to certification question 11a; and [REDACTED] forms appeared to have been completed after the initiation of the NICS background check. License was cited for these violations. *(See Report of Violations #5, #8; #9, #10; Exhibit #3; Exhibit #4; Exhibit #5; Exhibit #6; Worksheet #2)*

During the Form 4473 review, a total of [REDACTED] NICS/FTIP checks were verified with information received from the Illinois State Police, FTIP Section. Any discrepancies were recorded and reflected in the Report of Violations, as noted above. *(See Exhibit #7)*

The denied NICS/FTIP instances were reviewed and verified with Forms 4473 maintained for cancelled/denied sales. As indicated above, [REDACTED] instance was found in which the Form 4473 was not maintained. All others were properly filed.

## **6 – Multiple Sales**

During the Form 4473 review, a list of multiple sale information from eTrace and the VCAB report were verified with the licensee’s records. This licensee indicates at the top of page 3 on the Form 4473 that a multiple sale is involved and the copy of the Form 3310.4 is attached, as required. In only [REDACTED] instance, in a 2012 transaction, it was disclosed that a multiple sale report was not filed. Licensee was cited for this violation. *(See Report of Violations #9; Exhibit #3; Worksheet #2)*

This Form 4473 was also used in a forward trace to the purchaser for which permission was received. The original 4473 appeared to have [REDACTED] different handwritings and inks in the firearm description section. [REDACTED] firearms were present, however, the [REDACTED] firearm appeared to be added and the information in block 30a (total number of firearms) had been changed from [REDACTED]. The purchaser verified that he had in fact purchased all [REDACTED] firearms.



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### 7 – Suspicious/Prohibited Purchasers

During this inspection, six individuals were run through Illinois LEADS and eTrace for additional investigation with the results itemized below.

During the Form 4473 review, [REDACTED] form was found to contain a “no” answer to certification question #11a. This individual’s criminal history and FOID card were checked through Illinois LEADS with no prohibiting information disclosed. The individual and the firearm were also checked through eTrace with negative results.

[REDACTED] Form 4473 was randomly selected for additional investigation and it was found that the firearm was not listed in the electronic A&D record. During the closing conference, this was brought to the licensee’s attention and it was discovered that the acquisition and disposition information was contained in the manual A&D record book, even though the transfer of the firearm occurred in May of 2014. (See Exhibit #8) Since this was not determined to be an unrecorded acquisition or disposition during the inspection, it was not added to the Report of Violations.

[REDACTED] Forms 4473 were found with “corrected” answers to certification questions. These purchasers were run through Illinois LEADS for FOID verification and through eTrace. No suspicious or prohibiting information was found.

In addition, [REDACTED] individuals identified as possessors in traces to this FFL were run through eTrace and through Illinois LEADS. [REDACTED] was found to be the subject of additional traces. See Section 8 – Trace Activity, below.

### 8 – Trace Activity

A request to the Violent Crime Analysis Branch disclosed that Lombard Gun Shop has been the subject of [REDACTED] firearm traces in the inspection period (4/1/2014 through 4/20/2015). Of these [REDACTED] traces, (b)(3) - 112 Public Law 55 125 Stat 552 (b)(6)

[REDACTED] ). This individual also has a revoked Illinois FOID card, possibly due to an incident in November of 2014 for which most of the firearms were traced. This information was referred to the Chicago Field Division Intel Group for further investigation.

When this inspection began, it was identified as part of the Used Firearm Objective initiative in the Chicago Field Division. For this reason, 134 used firearms were selected from the A&D record and were run through eTrace in an attempt to solve any possible unsuccessful traces. None were disclosed.

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## 9 - NFA/Importer/Collector/Manufacturer

This licensee is not qualified as a Class 3 dealer and does not have any NFA weapons registered or on the premises. Lombard Gun Shop has never imported any firearms and does not hold a collector's license.

During the conduct of the inventory, several receivers with stocks were verified by Senior IOI (b)(6) with (b)(6). He advised that he acquired them with the intentions of adding additional parts to make completed firearms. When asked if the shop intended to offer them for sale at that point, he replied affirmatively. At this point, Senior IOI (b)(6) advised him that ATF would consider that to be manufacturing for which a Type 07 license is required. A discussion was held about this at that time and then again during the closing conference. (b)(6) stated he did not feel that simply replacing a stock on a firearm would constitute manufacturing. He was advised that if he had a stripped receiver, even with a shoulder stock, adding the remaining parts to construct a completed firearm would in fact be in line with ATF's definition of manufacturing. The simple replacement of a stock on a completed firearm would not be, that would be considered gunsmithing. By the end of the inspection and the closing conference, all present indicated they understood the distinction.

## 10 - Referrals

See above Section 8 – Trace Activity, for information about referral made to the Chicago Field Division Intel Group.

## 11 - Other

During the inspection, it was noted that there is ammunition reloading equipment in the gunsmith area. When asked about the equipment, (b)(6) stated he uses it to reload ammunition that he provides to customers that purchase a shooting range package from the website Groupon. Since he is not reselling the ammunition but providing as part of a package deal, a Type 06 license is not required.

## 12 - Closing Actions

On June 9, 2015, Senior IOI (b)(6) and IOIs (b)(6) and (b)(6) met with Fran Soskin, (b)(6) and (b)(6) at the business premises. The first item discussed was the (b)(3) - 112 Public Law 55 125 Stat 552 which no entry could be found in the electronic A&D record. They could not initially find any information but eventually it was shown that this entry was in the manual record rather than the electronic record. (See Exhibit #8)

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The Report of Violations was presented to Responsible Person Fran Soskin and the others present. Each violation was explained to and discussed with all present. When necessary, copies of the Forms 4473 were viewed to ensure the licensee understood the violation.

During discussions of Violation #11, A&D record errors, (b) (6) stated that (b)(3) 112 PL 55 had been reconciled as a firearm returned to the manufacturer for a replacement. It was later determined that this was not the case and this firearm had not been reconciled. While the initial violation stated there were (b)(3) 11 missing firearms and had been reduced to (b)(3) 11 at the closing conference, this still-unreconciled (b)(3) 112 PL 55 brought the total of missing up to (b)(3) 11. This firearm was subsequently found to still be in inventory in the shop.

Fran Soskin stated she had already reported (b)(3) 11 firearms as missing to ATF and the local police. One of the firearms she reported as missing, (b)(3) 112 PL 55 125 STAT 552 was cited as FTLO as destroyed. Licensee provided a part that she said was the only remaining item of the gun, which had literally blown up the first time it was fired. She subsequently reported to ATF and the local police that this firearm should not be considered missing. (See Exhibit #9)

At the end of the closing conference, IOI (b)(6) reviewed the *Acknowledgement of Federal Firearms Regulations* worksheet with Fran and (b)(6). All questions they had were answered to their satisfaction. Fran Soskin signed and dated the form and all present retained copies for their future reference. (See Exhibit #10)

## 13 - Violations

### 1. 27 CFR 478.103(a)

**Nature of Violation:** Licensee failed to include ATF I 5300.2 – Youth Handgun Safety Act Notice, with each handgun transferred to a non-licensee.

**Licensee's Response:** Licensee stated they ran out of them but have now ordered more and every handgun transfer has included the pamphlet.

**Corrective Action:** Licensee will ensure that all future deliveries of handguns to non-licensees include a copy of ATF I 5300.2.

### 2. 27 CFR 478.103(d)

**Nature of Violation:** Licensee failed to display ATF I 5300.1, Youth Handgun Act



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**Name:** Lombard Gun Shop & Range LTD  
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poster, on the business premises.

**Licensee's Response:** Licensee did not offer an explanation why the poster was never displayed.

**Corrective Action:** Licensee will (and did) immediately post ATF I 5300.1 at the business premises in allocation where customers can readily see it.

### 3. 27 CFR 478.124(c)(1)

**Nature of Violation:** A review of completed Forms 4473 for the period 4/1/2014 to 4/20/2015 disclosed the following errors/omissions:

- (b)(3) form contained purchaser name error in block #1
- (b)(3) forms contained address errors in block #2
- (b)(3) forms contained POB omissions in block #3
- (b)(3) forms contained height errors in block #4
- (b)(3) forms contained weight omissions in block #5
- (b)(3) form contained DOB error in block #7
- (b)(3) forms contained race errors in block #10b
- (b)(3) form contained an error in the illegal alien question block # 11k
- (b)(3) forms contained errors in state of residency block #13
- (b)(3) forms contained omissions in the transferee's/buyer's signature field block #16
- (b)(3) forms contained errors or omissions in the certification date block #17

**Licensee's Response:** Licensee stated that they have an overlay at the counters that the clerks can use to ensure all blocks on the Form 4473 are properly completed by the customer. They stated that they ensure every customer now records their city and state of birth in block #3.

**Corrective Action:** No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

### 4. 27 CFR 478.124(c)(3)(i)

**Nature of Violation:** A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b)(3) forms had errors or omissions in the identification field, block #20a

**Licensee's Response:** Licensee stated they insert the words "see attached" on the Form 4473 and thought that was sufficient for the ID field if they did not enter all the

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identification information.

**Corrective Action:** No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473. They stated they will ensure that all identification document information is entered onto the form.

5. **27 CFR 478.124(c)(3)(iv)**

**Nature of Violation:** A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors/omissions:

- (b)(3) forms had errors or omissions in NICS call-in date field, block #21a
- (b)(3) forms had errors or omissions in NICS transaction number field, block #21b
- (b)(3) forms failed to contain NICS responses in block #21c
- (b)(3) forms had errors or omissions in NICS secondary response field, block #21d

In addition, on (b)(3) 112 occasions, licensee initiated a NICS background check prior to the purchaser completing and signing Form 4473. (See Forms (b)(3) 112 PL 55 125 STAT 552)

**Licensee's Response:** Licensee did not comment on this but acknowledged that the dates may have been incorrect or some information was omitted. As to completing the NICS check prior to the Form 4473, they did dispute the violation when the specific forms were shown to them, except to say that perhaps the dates were entered incorrectly by the purchasers.

**Corrective Action:** No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

6. **27 CFR 478.124(c)(4)**

**Nature of Violation:** A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b)(3) forms had an incorrect or missing manufacturer/importer information in block #26
- (b)(3) forms failed to contain the model of the firearm in block #27
- (b)(3) forms failed to contain the serial number in block #28; and 1 form contained an incorrect serial number in block #28
- (b)(3) forms failed to contain the type of firearm in block #29; and 1 form contained an incorrect type of firearm in block #29
- (b)(3) forms failed to contain information in the caliber/gauge block #30

**Licensee's Response:** Licensee voluntarily stated they would make a photocopy of

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the 4473s in which the firearm serial numbers were missing or incorrect and ensure that the information is present for future tracing purposes.

**Corrective Action:** No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

7. **27 CFR 478.124(c)(5)**

**Nature of Violation:** A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b)(3) forms had errors or omissions in the transferor's/seller's signature block #34
- (b)(3) forms had errors or omissions in the transferor's date block #36

**Licensee's Response:** Licensee acknowledged the violation but did not offer an explanation as to why it occurred. During the inspection, Mrs. Soskin admitted that she does not always sign the forms at the time of transfer.

**Corrective Action:** No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

8. **27 CFR 478.21(a)**

**Nature of Violation:** A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b)(3) forms failed to contain ethnicity information in block #10a
- (b)(3) form failed to contain an answer to question 11a
- (b)(3) forms had errors or omissions in block #18
- (b)(3) forms had errors/omissions in the recertification date block #25
- (b)(3) forms had errors in block #30b
- (b)(3) forms failed to contain information in blocks #31 and #32
- (b)(3) forms failed to contain information in block #33
- (b)(3) forms failed to contain information in block #35

**Licensee's Response:** Licensee stated that they always check the forms to be sure block #11a is completed. The form was viewed with them and it was disclosed that the "no" block had actually been checked. They admitted this was an error and that the purchaser was an employee of the store.

**Corrective Action:** No corrective action is required for this violation. Licensee was instructed on the proper completion of Form 4473.

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9. **27 CFR 478.126a**

**Nature of Violation:** In (b)(3) 112 instance, licensee failed to complete and submit ATF Form 3310.4, Report of Multiple Sale or Other Disposition of Pistols and Revolvers. (b)(6) (b)(3) 112 PL 55 125 STAT 552).

**Licensee's Response:** Licensee acknowledged the violation and agreed to immediately submit the required report.

**Corrective Action:** Licensee will immediately submit this required report to ATF.

10. **27 CFR 478.129(b)**

**Nature of Violation:** In (b)(3) 112 instance, licensee failed to maintain ATF Form 4473 with a denied NICS for five years (b)(6) (b)(3) 112 PL 55 125 STAT 552).

**Licensee's Response:** Licensee stated they understood the violation and the requirement to maintain the forms.

**Corrective Action:** No corrective action is required for this violation. Licensee was instructed on the record retention schedule for denied/cancelled Forms 4473.

11. **27 CFR 478.125(e)**

**Nature of Violation:** Licensee is using a computerized A&D record system that does not print out the required information chronologically by date of acquisition. (See Ruling 2013-5)

Licensee is using a computerized A&D record system for which the required information was not being stored on a computer or server owned by the licensee. (See Ruling 2013-5)

A review of the licensee's A&D record and conduct of a full inventory of all firearms on the business premises resulted in the following errors and/or omissions:

- (b)(3) entries contained incorrect manufacture information in the A&D record
- (b)(3) entries contained incorrect model information in the A&D record
- (b)(3) entries contained incorrect serial numbers in the A&D record
- (b)(3) entry did not contain any supplier information (from whom received)
- (b)(3) firearms on the business premises were never logged into the A&D record
- (b)(3) firearm in inventory was logged out incorrectly
- (b)(3) firearms transferred to other FFLs were never logged out as disposed in the



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- A&D record
- (b)(3) firearms transferred on Forms 4473 were never logged out as disposed in the A&D record
- (b)(3) repair firearms returned to owners were never logged out as disposed in the A&D record
- (b)(3) dispositions could not be determined for (b)(3) open entries in the A&D record (MISSING FIREARMS)
- (b)(3) duplicate entries were not properly disposed of in the A&D record
- (b)(3) erroneous entries was not properly disposed of in the A&D record
- (b)(3) firearm destroyed was not properly disposed of in the A&D record
- (b)(3) disposition entry contained an incorrect address of the purchaser

**Licensee's Response:** Licensee stated that they have already purchased new A&D software (Cervelle Merchant Services, Merchant Magic) for their computerized record keeping system which will address the first two paragraphs in this violation. They have also begun backing up their information each day onto their computer, as a temporary fix until the new software is installed. They stated they will do a complete inventory when they switch to the new software system. They stated they have instituted a change in procedure for firearms taken in for repair. They have begun completing an invoice even for same day repair service. They stated the missing firearms have already been reported to ATF and the local police.

**Corrective Action:** Licensee will ensure the computerized A&D record is in compliance with 27 CFR 478.125(e) as well as all required criteria in ATF Ruling 2013-5.

Licensee will make all the noted corrections to the A&D record by the required date of June 23, 2015.

Licensee will immediately report all missing firearms to ATF as a loss from inventory via Form 3310.11; and to the local police jurisdiction. Any firearms and dispositions located after reporting the inventory loss should be reported to ATF as found.

6/18/2015	
X	(b) (6)
(b) (6)	
Industry Operations Investigator	
Signed by: ATF	

## FIREARMS INSPECTION REPORT

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### Index of Worksheets and Exhibits

WORKSHEET #1 – Inventory and A&D Review Worksheet  
WORKSHEET #2 – ATF Form 4473 (2012 Edition) Review Worksheet

EXHIBIT #1 – Illinois Secretary of State & Illinois Department of Revenue information  
EXHIBIT #2 – Email and Letter from (b) (6) to be removed as RP  
EXHIBIT #3 – (b)(3) - 112 Public Law 55 125 Stat 552  
EXHIBIT #4 – List of denied NICS checks and copy of invoice for missing 4473  
EXHIBIT #5 – (b)(3) - 112 Public Law 55 125 Stat 552  
EXHIBIT #6 – (b)(3) - 112 Public Law 55 125 Stat 552  
EXHIBIT #7 – List of NICS/FTIP inquiries verified during Form 4473 review  
EXHIBIT #8 – (b)(3) - 112 Public Law 55 125 Stat 552  
EXHIBIT #9 – Copy of Loss report submitted by licensee  
EXHIBIT #10 – Signed/dated *Acknowledgement of Federal Firearms Regulations*



U.S. Department of Justice

Bureau of Alcohol, Tobacco,  
Firearms and Explosives

*Springfield II Field Office*

3161 W. White Oaks Dr. Suite 200  
Springfield, IL 62704  
www.atf.gov

June 23, 2015

772060 (b)(6)  
5300

Lombard Gun Shop & Range LTD  
250 Cortland Avenue  
Lombard, Illinois 60148

ATTN: Frances Soskin

Dear Mrs. Soskin:

During a recent compliance inspection at your firearms business covering the period of April 1, 2014 through April 20, 2015, you were cited for violations of 27 Code of Federal Regulations, Part 478. The violations were discussed with you during the inspection. A copy of the Report of Violations, Form 5030.5, issued at the time of the inspection is enclosed.

You should be aware that any willful violations of the Gun Control Act may result in revocation of your Federal firearms license. As a result of the recently cited violations, it is important that we have a meeting with you to discuss the violations found. The conference will be held on Monday, July 13, 2015, at 11:00 a.m. at the ATF office, 3250 Lacey Road, Suite 500, Downers Grove, Illinois 60515. The agenda for the meeting will include a discussion of the reasons for the violations, a review of the legal requirements, and a discussion of steps to be taken by you to ensure future compliance. Although we do not believe it necessary, legal counsel may assist you at your own expense if you so choose. Please bring with you documentation verifying the corrective action you have taken.

The records you are required to maintain and the business operations you conduct are important to law enforcement in our continuing efforts to reduce violent crime and protect the public. It is essential that you comply with all Federal laws and regulations that govern your firearms business to aid in this effort to combat violent crime.

-- 2 --

Lombard Gun Shop & Range LTD  
ATTN: Frances Soskin

Please contact Senior Investigator (b)(6) in Downers Grove, Illinois, at (b)(6) to confirm this appointment, and to ask any questions you may have regarding this conference. I look forward to meeting with you to resolve these issues.

Sincerely yours,

(b)(6)

Area Supervisor  
Springfield Area Office  
Downers Grove Satellite Office

Enclosure

c: Federal Firearms Licensing Center  
Director of Industry Operations, Chicago Field Division



## Report of Violations

### Instructions

Please write firmly with a ball point pen when completing this form. ATF officers will prepare this form in triplicate. The original copy will be given to the proprietor or a responsible representative. The remaining copies will be submitted with the completed inspection report. Supervisors will detach one copy from the completed report for their files.

Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 1 of 10 Pages
License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

- Number: 1
- Nature of Violation:  
Licensee failed to include ATF I 5300.2- Youth Handgun Safety Act Notice, with each handgun transferred to a non-licensee.
- Citation: 27 CFR 478.103(a)
- Date Corrections to be Made:  
(If not corrected immediately)
- Corrective Action to be Taken: Licensee will ensure that all future deliveries of handguns to non-licensees include a copy of ATF I 5300.2.  
(If not corrected immediately)
- Number: 2
- Nature of Violation:  
Licensee failed to display ATF I 5300.1, Youth Handgun Act poster, on the business premises.
- Citation: 27 CFR 478.103(d)
- Date Corrections to be Made:  
(If not corrected immediately)
- Corrective Action to be Taken: Licensee will immediately post ATF I 5300.1 at the business premises in location where customers can readily see it.  
(If not corrected immediately)

## Report of Violations

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Please write firmly with a ball point pen when completing this form. ATF officers will prepare this form in triplicate. The original copy will be given to the proprietor or a responsible representative. The remaining copies will be submitted with the completed inspection report. Supervisors will detach one copy from the completed report for their files.

Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Conland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 2 of 10 Pages
License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 3

#### Nature of Violation:

A review of completed Forms 4473 for the period 4/1/2014 to 4/20/2015 disclosed the following errors/omissions:

- 1 form contained purchaser name error in block #1
- 1 forms contained address errors in block #2
- 1 forms contained POB omissions in block #3
- 1 forms contained height errors in block #4
- 1 forms contained weight omissions in block #5
- 1 form contained DOB error in block #7
- 1 forms contained race errors in block #10b
- 1 form contained an error in the illegal alien question block #11k
- 1 forms contained errors in state of residency block #13
- 1 forms contained omissions in the transferee's/buyer's signature field block #16
- 1 forms contained errors or omissions in the certification date block #17

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.124(c)(1)

Date Corrections to be Made:  
(If not corrected immediately)

Corrective Action to be Taken: No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.  
(If not corrected immediately)

## Report of Violations

### Instructions

Please write firmly with a ball point pen when completing this form. ATF officers will prepare this form in triplicate. The original copy will be given to the proprietor or a responsible representative. The remaining copies will be submitted with the completed inspection report. Supervisors will detach one copy from the completed report for their files.

Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 3 of 10 Pages
License/Permit/Registry Number (If any) 336043017K03247		Expiration Date 10/1/2017		Date(s) or Period of Inspection 04/01/2014 through 04/20/2015		

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 4

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- Forms had errors or omissions in the identification field, block #20a

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.124(c)(3)(i)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

## Report of Violations

### Instructions

Please write firmly with a ball point pen when completing this form. ATF officers will prepare this form in triplicate. The original copy will be given to the proprietor or a responsible representative. The remaining copies will be submitted with the completed inspection report. Supervisors will detach one copy from the completed report for their files.

Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 4 of 10 Pages
License/Permit/Registry Number (If any) 336043017K03247	Expiration Date 10/1/2017	Date(s) or Period of Inspection 04/01/2014 through 04/20/2015				

### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 5

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b)(3) forms had errors or omissions in NICS call-in date field, block #21a
- (b)(3) forms had errors or omissions in NICS transaction number field, block #21b
- (b)(3) forms failed to contain NICS responses in block #21c
- (b)(3) forms had errors or omissions in NICS secondary response field, block #21d

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

In addition, on (b)(3)(1) occasions, licensee initiated a NICS background check prior to the purchaser completing and signing Form 4473. (See Forms (b)(3) 112 PL 95 125 STAT 552)

Citation: 27 CFR 478.124(c)(3)(iv)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.



## Report of Violations

### Instructions

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### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 6

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- ☐ forms had an incorrect or missing manufacturer/importer information in block #26
- ☐ forms failed to contain the model of the firearm in block #27
- ☐ forms failed to contain the serial number in block #28; and 1 form contained an incorrect serial number in block #28
- ☐ forms failed to contain the type of firearm in block #29; and 1 form contained an incorrect type of firearm in block #29
- ☐ forms failed to contain information in the caliber/gauge block #30

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.124(c)(4)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

## Report of Violations

### Instructions

Please write firmly with a ball point pen when completing this form. ATF officers will prepare this form in triplicate. The original copy will be given to the proprietor or a responsible representative. The remaining copies will be submitted with the completed inspection report. Supervisors will detach one copy from the completed report for their files.

Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 6 of 10 Pages
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### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 7

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- ☐ forms had errors or omissions in the transferor's/seller's signature block #34
- ☐ forms had errors or omissions in the transferor's date block #36

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.124(c)(5)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of ATF Forms 4473.

## Report of Violations

### Instructions

Please write firmly with a ball point pen when completing this form. ATF officers will prepare this form in triplicate. The original copy will be given to the proprietor or a responsible representative. The remaining copies will be submitted with the completed inspection report. Supervisors will detach one copy from the completed report for their files.

Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 7 of 10 Pages
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### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 8

#### Nature of Violation:

A review of completed Forms 4473 for the period of 4/1/2014 to 4/20/2015 disclosed the following errors and/or omissions:

- (b) forms failed to contain ethnicity information in block #10a
- (b)(3) form failed to contain an answer to question 11a
- (b) forms had errors or omissions in block #18
- (b)(3) forms had errors/omissions in the recertification date block #25
- (b) forms had errors in block #30b
- (b) forms failed to contain information in blocks #31 and #32
- (b)(3) forms failed to contain information in block #33
- (b)(3) forms failed to contain information in block #35

(SEE ATTACHMENT #1 FOR ITEMIZED LIST OF FORMS.)

Citation: 27 CFR 478.21(a)

#### Date Corrections to be Made:

(If not corrected immediately)

#### Corrective Action to be Taken:

(If not corrected immediately)

No corrective action is required for this violation. Licensee was instructed on the proper completion of Form 4473.

## Report of Violations

### Instructions

Please write firmly with a ball point pen when completing this form. ATF officers will prepare this form in triplicate. The original copy will be given to the proprietor or a responsible representative. The remaining copies will be submitted with the completed inspection report. Supervisors will detach one copy from the completed report for their files.

Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 8 of 10 Pages
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### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

- Number: 9
- Nature of Violation:  
In (b)(3) instance, licensee failed to complete and submit ATF Form 3310.4- Report of Multiple Sale or Other Disposition of Pistols and Revolvers. (b)(6) (b)(3) 11 PL 55 125 STAT 552 )
- Citation: 27 CFR 478.126a
- Date Corrections to be Made: 06/12/2015  
(If not corrected immediately)
- Corrective Action to be Taken: Licensee will immediately submit this required report to ATF.  
(If not corrected immediately)
- Number: 10
- Nature of Violation:  
In (b)(3) instance, licensee failed to maintain ATF Form 4473 with a denied NICS for five years (b)(6) (b)(3) 112 PL 55 125 STAT 552 )
- Citation: 27 CFR 478.129(b)
- Date Corrections to be Made:  
(If not corrected immediately)
- Corrective Action to be Taken: No corrective action is required for this violation. Licensee was instructed on the record retention schedule for denied/cancelled Forms 4473.  
(If not corrected immediately)



## Report of Violations

### Instructions

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Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 9 of 10 Pages
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### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

Number: 11

#### Nature of Violation:

Licensee is using a computerized A&D record system that does not print out the required information chronologically by date of acquisition. (See Ruling 2013-5)

Licensee is using a computerized A&D record system for which the required information was not being stored on a computer or server owned by the licensee. (See Ruling 2013-5)

A review of the licensee's A&D record and conduct of a full inventory of all firearms on the business premises resulted in the following errors and/or omissions:

- (b)(6) entries contained incorrect manufacture information in the A&D record
- (b)(6) entries contained incorrect model information in the A&D record
- (b)(6) entries contained incorrect serial numbers in the A&D record
- (b)(6) entry did not contain any supplier information (from whom received)
- (b)(6) firearms on the business premises were never logged into the A&D record
- (b)(6) firearm in inventory was logged out incorrectly
- (b)(6) firearms transferred to other FFLs were never logged out as disposed in the A&D record
- (b)(6) firearms transferred on Forms 4473 were never logged out as disposed in the A&D record
- (b)(6) repair firearms returned to owners were never logged out as disposed in the A&D record
- (b)(6) dispositions could not be determined for (b)(6) open entries in the A&D record (MISSING FIREARMS)

Date Corrections to be Made: 06/23/2015  
(If not corrected immediately)

Corrective Action to be Taken: Licensee will ensure the computerized A&D record is in compliance with 27 CFR 478.125(e) as well as all required criteria in ATF Ruling 2013-5.  
(If not corrected immediately)

Licensee will make all the noted corrections to the A&D record by the required date of June 23, 2015.

Licensee will immediately report all missing firearms to ATF as a loss from inventory via Form 3310.11; and to the local police jurisdiction. Any firearms and dispositions located after reporting the inventory loss should be reported to ATF as found.

(b)(6)

## Report of Violations

### Instructions

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Name of Proprietor Lombard Gun Shop & Range LTD	Street Address 250 Cortland Ave	City Lombard	State IL	Zip Code 60148-	County DuPage	Page 10 of 10 Pages
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### Inspection Results

An examination of your premises, records and operations has disclosed the following violations which have been explained to you:

- duplicate entries were not properly disposed of in the A&D record (b)(6)
- erroneous entry was not properly disposed of in the A&D record (b)(6)
- firearm destroyed was not properly disposed of in the A&D record (b)(6)
- disposition entry contained an incorrect address of the purchaser (b)(6)

(PLEASE SEE ATTACHMENT #2 FOR ITEMIZED ERRORS AND OMISSIONS.)

Citation: 27 CFR 478.125(e)

I Have Received a Copy of This Report of Violations (Proprietor's signature and title)

Date

6/9/15

Signature and Title of ATF Officer

(b)(6)

Senior Industry Operations Investigator

Date

6/9/15



U.S. Department of Justice

Bureau of Alcohol, Tobacco,  
Firearms and Explosives

*Springfield II Field Office*

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3161 W. White Oaks Dr. Suite 200  
Springfield, IL 62704  
www.atf.gov

7/15/14

772060(b)(6)  
5300

Mrs. Frances Soskin  
Lombard Gun Shop & Range LTD  
250 Cortland Avenue  
Lombard, Illinois 60148

Dear Mrs. Soskin:

This letter is a follow-up to the warning conference held with you, (b) (6) on Monday, July 13, 2015, at the ATF office, 3250 Lacey Road, Suite 400, Downers Grove, Illinois. During this conference, the violations cited during the inspection covering the period 4/1/2014 to 4/20/2015 and the necessary corrective action to prevent the violations from reoccurring were discussed.

You were given the opportunity to comment on the violations and what specific action you have taken to ensure that the violations will not reoccur. Regarding violations #1 and #2, it was acknowledged that you are now complying with this requirement regarding the Youth Handgun Safety Act.

Regarding violations #3 through #10, you advised that an additional layer of review has been added to your standard operating procedure for Forms 4473. Area Supervisor (b)(6) offered ATF's assistance in conducting a training seminar for your employees to ensure they understand the proper completion of Forms 4473 and to stress the importance of proper record keeping. You and (b) (6) advised that you would be very interested in this type of training for you and your employees. You advised that you are currently using a Form 4473 template to assist your clerks in ensuring the form is complete prior to delivery of a firearm.

(b) (6) provided copies of the Forms 4473 which you voluntarily corrected on photocopies of the forms. He also advised that letters were sent to customers in an attempt to have them correct and/or complete errors/omissions in Section A of the form.



Regarding violation #11 which involved A&D record errors and omissions and missing firearms, you provided a signed statement as to the steps you have taken to better account for inventory on your premises. (b) (6) also provided printed documentation of all corrections made to the computerized A&D record as it currently exists. You advised that you are in the process of obtaining different computerized A&D software in an attempt to eliminate many of the inventory difficulties encountered during this inspection.

Due to the documentation you provided and a verification done by Senior IOI (b)(6) we are removing four instances of violation #11 on the original Report of Violations you signed during the closing conference held with Senior IOI (b)(6) and IOI (b)(6) on June 9, 2015. A copy of the amended/corrected Report of Violations is enclosed with this letter, along with an updated ROV Attachment #2 to reflect these changes. This attachment #2 also indicates that the required corrective actions have been taken by you.

The violations for which you were cited could adversely impact law enforcement's ability to reduce violent crime and protect the public. You are reminded that future violations, repeat or otherwise, could be viewed as willful and may result in the revocation of your license. You may anticipate further inspections to ensure your compliance.

Please contact us if you have any questions concerning your responsibilities as a licensee or if you require further clarification about particular requirements of Federal firearms laws.

Sincerely yours

(b)(6)

Area Supervisor  
Springfield Area Office  
Downers Grove Satellite Office

c: Firearms Licensing Center