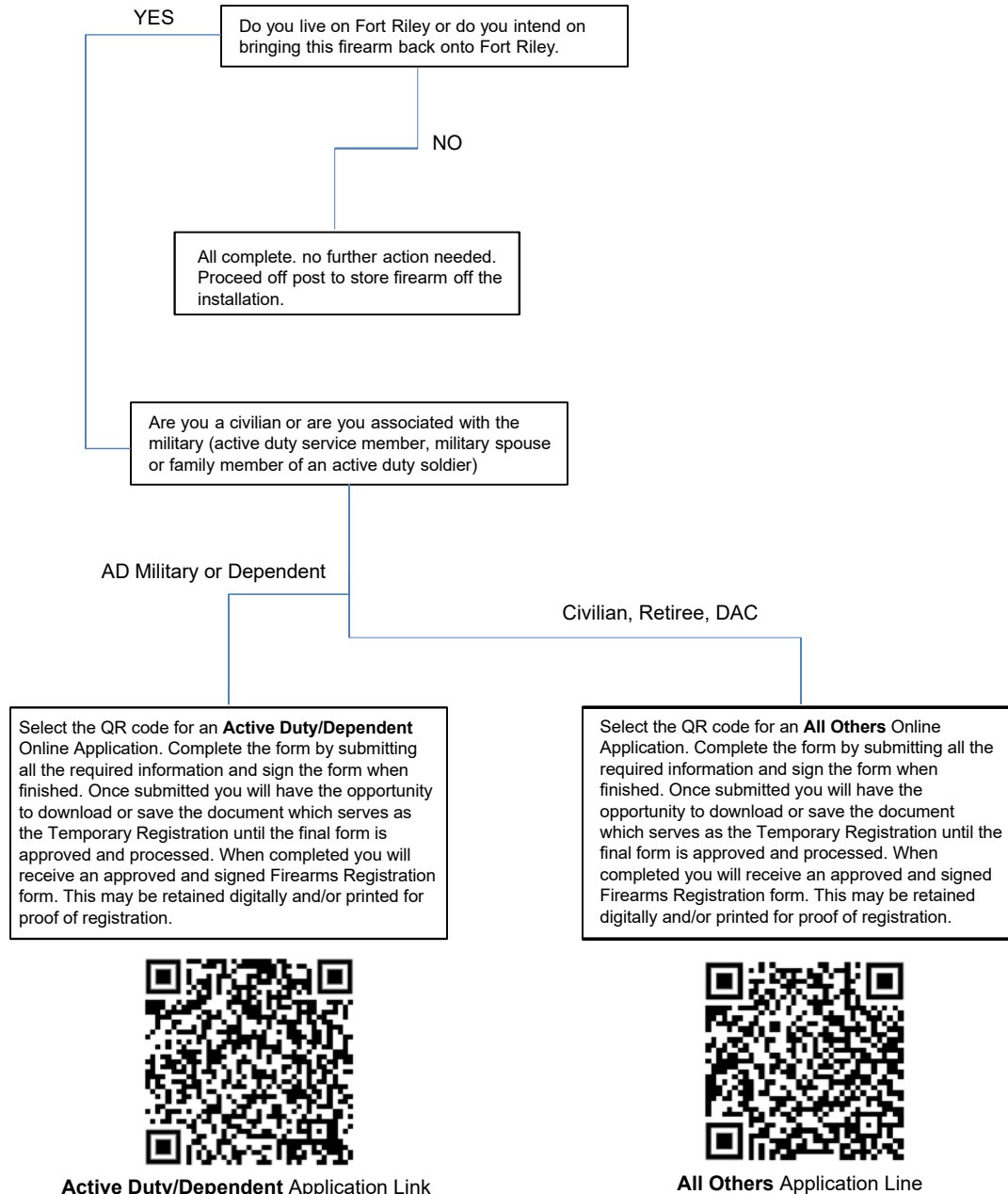


Registration Process for Firearms Purchased at the Post Exchange (AAFES)



Registration Procedures for Privately Owned Firearms at Fort Riley, KS



Requirement: IAW FR Regulation 190-1 paragraph 1-4e(1). – All privately-owned firearms in a person's possession while physically on Fort Riley must be registered.



Ft. Riley Visitor Control Center
885 Henry Drive
Fort Riley, KS 66442
(785) 239-2982
Hours of Operations:
Mon-Fri 0500-2100 hrs
Sat/Sun/Federal Holidays: 0800-1600 hrs

This pamphlet was produced by:
Fort Riley, DES, Security Branch

Registration Process for Firearms Already Owned or Purchased Off Post

Are you a civilian or are you associated with the military (active duty service member, military spouse or dependent family member of an active duty soldier assigned to Fort Riley)?

AD Military or Dependent

Civilian, Retiree, DAC, etc.

Select the QR code for an **Active Duty/Dependent** Online Application. Complete the form by submitting all the required information and sign the form when finished. Once submitted you will have the opportunity to download or save the document which serves as the Temporary Registration until the final form is approved and processed. When completed you will receive an approved and signed Firearms Registration form. This may be retained digitally and/or printed for proof of registration.



Active Duty/Dependent Application Link

Select the QR code for an **All Others** Online Application. Complete the form by submitting all the required information and sign the form when finished. Once submitted you will have the opportunity to download or save the document which serves as the Temporary Registration until the final form is approved and processed. When completed you will receive an approved and signed Firearms Registration form. This may be retained digitally and/or printed for proof of registration.



All Others Application Line

Frequently Asked Questions (FAQ):

- Q. Are all weapons required to be registered on Fort Riley?
- A. No. Only firearms being brought onto the installation are required to be registered. Firearms are any revolver, rifle, pistol, shotgun or other device designed to shoot a bullet or other projectile by the means of an explosive or compressed charge. This does include bb and pellet guns. Paintball and Airsoft® guns do not need to be registered however they still must be transported like all firearms.
- Q. How do I transport firearms on Fort Riley?
- A. Firearms must be transported unloaded. The firearm must be stored in a separate compartment (i.e. trunk of the vehicle). If the vehicle does not have a separate compartment (i.e. SUV or extended cab pick-up truck) the weapon must be unloaded, in a closed case, and in open view out of reach of the passengers.
- Q. I have a State issued conceal carry permit. Can I conceal carry on Fort Riley?
- A. State issued conceal carry is not permitted on Fort Riley.
- Q. I am the spouse of a soldier. Why am I required to have my spouses Commander sign my registration form since I am a civilian and it's my firearm?
- A. All dependants fall under their sponsor's responsibility on a military installation. Regardless of ownership, the service member is responsible to register all weapons that they or their dependents own that will be brought or kept on the installation. For personnel whose spouse is deployed the Ready Reserve (Rear Detachment) Commander is the authorizing authority.
- Q. How long are my firearm registrations valid for?
- A. Firearm registrations are valid for 3 years. When you PCS, ETS or retire your registration is no longer valid. For personnel who ETS or retire and remain in the Fort Riley area, your registration will be converted to a civilian registration which is also valid for 3 years. You will need to go to the VCC to have your information changed from Active Duty to Civilian.
- Q. I am an out of state hunter coming to Fort Riley for a hunting trip. How do I register my fire arms during my trip?
- A. You will register your firearms digitally by selecting the All Others application. You will be provided a 3 year registration permit for your firearms by email. If you wish to have your firearms unregistered after your hunting trip, you will need to return to the VCC in person to have your firearms unregistered.

If you have any additional questions please contact the

Visitor Control Center at 785-239-3107 or
785-239-2982, or in person at bldg. 885, Henry Gate
(exit 301 on I-70).