

Firearm inventory checklist

A private personal record. No account or email required.

Use paper, a spreadsheet or local software. Keep this completed sheet private and retain the underlying documents separately. It does not establish legal title or replace approvals, required records or a lawful transfer process.

1. Identify the exact item

Manufacturer / importer	
Model and type	
Caliber or gauge	
Serial / actual markings	
Finish / distinctive features	
Accessories	

Copy actual markings exactly, including letters and separators. Do not invent a serial number. Check the record twice and label uncertainty as unverified.

2. Photograph useful details

- ☐ Whole item; another side when useful.
- ☐ Readable serial and manufacturer/model markings.
- ☐ Current condition, wear, modifications and accessories.
- ☐ Match original photo filenames to this record. Exclude addresses, keys and private ID documents.

3. Reference acquisition and history

Acquisition date / method	
Source / receipt reference	
Purchase price (cost)	
Storage note / date checked	

Identify estimates. Limit access to storage-location notes. Record service, condition changes and disposition/transfer history with document references.

Keep records useful over time

Record reference: _____

4. Keep underlying documents separately

- ☐ Receipts and acquisition records.
- ☐ Approvals and required supporting records, where applicable.
- ☐ Transfer or estate records and a dated valuation/appraisal reference.

Inventory reference / original-document location: _____

Confirm requirements with the relevant authority or adviser. Do not upload completed records to a public website or include them in an ordinary support request.

5. Separate purchase cost from current valuation

Purchase cost / date _____

Current value / date _____

Valuation source / limits _____

A receipt records acquisition cost; a current valuation is a separate, dated assessment. Ask your insurer about coverage, limits and claim requirements. An inventory does not guarantee insurance payment.

6. Back up and update

- ☐ Update after acquisitions, transfers, sales, service or changes in storage.
- ☐ Keep an independent backup, separate from this computer or paper original.
- ☐ Protect private records and keep required passwords separately.
- ☐ Verify a restore in a separate test copy; review records and photos periodically.

Last review: _____ Next review: _____

Clearly fictional example - never a customer record

Example Arms / Example Model A / rifle / .22 LR / DEMO-CHECKLIST-001. Fictional acquisition: 2026-09-01. Cost: DEMO \$100.00. Separate fictional valuation: DEMO \$120.00 on 2026-09-15, teaching estimate only. Photos: example-01-whole, example-01-markings, example-01-condition. Document: DEMO receipt-001. Storage: DEMO cabinet A. Last checked: 2026-09-15. No real person, transaction, appraisal or approval is represented.

Primary references and optional software

ATF Personal Firearms Record (P 3312.8) - basic personal-record fields.

NAIC Home Inventory - photographs, records and insurance discussions.

2aledger.com/firearm-inventory-checklist.html - HTML checklist. Optional 2A Ledger software organizes your own records locally; see released features, guide and current terms on the website.