TEMPLATE for purchase/transfer of Firearms (rifles, pistols, & shotguns) for 4-H Shooting Sports

PRINT THIS LETTER ON COUNTY EXTENSION OFFICE LETTERHEAD

To whom it may concern,

NAME OF VOLUNTEER, 4-H Shooting Sports Coordinator for NAME County, is acquiring the following firearm for use by the NAME County 4-H Shooting Sports Club, solely for the use of the 4-H Shooting Sports project. This firearm will be the property of the NAME County 4-H Shooting Sports program.

The specifications of this firearm include:

* Type of firearm (make, model, etc.)
* Serial Number

Please provide a receipt for the firearms, including the following information:

* The firearm is being sold to the 4-H Shooting Sports program in NAME County
* Serial Number
* Name of person who purchased the firearm for the program.

Thank you for your help in supporting the education of young people regarding firearm safety and the NAME County 4-H Shooting Sports Program. If you have further questions, please contact me.

Sincerely,

NAME
NAME County 4-H Extension Educator

Contact Information