

MEMORANDUM
March 11, 2011

To: State Records Commission

From: Richard Wang

Re: Addition to the Records Disposition Authority for the Office of the Secretary of State

Office of the Secretary of State

The staff of the Office of the Secretary of State requests the following addition to its Records Disposition Authority (RDA):

Title: Records of Pistols Sold by Dealers
Disposition: Temporary Record. Retain 2 years.

Justification:

Pursuant to Code of Alabama 1975, Section 13A-11-79, the Office of the Secretary of State receives a triplicate copy of a record of every pistol sold by a dealer. The provision prescribes that "A true record in triplicate shall be made of every pistol sold, in a book kept for the purpose... signed by the purchaser and by the person effecting the sale, the caliber, make, model and manufacturer's number of the weapon, the name, address, occupation, color, and place of birth of the purchaser and a statement signed by the purchaser that he has never been convicted in this state or elsewhere of a crime of violence." Further more, "One copy shall be sent within six hours by registered or certified mail to the chief of police of the municipality or the sheriff of the county of which the dealer is a resident; the dealer shall within seven days send the duplicate to the Secretary of State; and the dealer shall retain the triplicate for six (6) years."

Due to the fact that the dealer is required to maintain these records for a period of six years and that local law enforcement agencies also maintain a copy of the record for 20 years, the staff of the Office Secretary of State recommends that its copy of the sale of pistols be maintained for two (2) years for reference.

