Tennessee Only

APPEAL OF DENIAL OF ATTEMPTED FIREARM TRANSFER

Your Name:		Sex:	Race:	<u>-</u>
(PRINT your complete first,	middle and last name in c	orrect order	1	
Date of Birth:	Social Security #:			
(Month, day,	, year <u>)</u>			
Requester's Mailing Addres	is:			
Requester's Physical Addres	ss:			
TICS Transaction #:	Paguastar	's Phone #:		
		s Phone #:_	Una Area Car	
(Obtain from your	guii dealer)		(Inc. Area Cod	<u>161</u>
Date Transaction Run:	Date Transacti	on Denied:_		
I have been denied by TICS the	e right to purchase a hand gu	ın or long gun	in the State	of Tennessee
based on a check by my gun d	ealer through the Tennessee	Instant Chec	k System (TIC	S) and the FBI
National Instant Criminal Back	kground Check System (NICS)). I hereby app	oeal that den	ial and request a
review of the record(s) used b	y TICS in determining that I s	should be den	ied the purch	nase. I understand
that I may be required to prov	vide TICS a full set of inked fir	ngerprints of	myself for th	<u>e purpose of</u>
comparing them with fingerpr	rints associated with the reco	ord(s) used in	the denial. I	also understand
that I only have 30 days to app	peal the denial after it is issu	ed and that T	ICS is not req	uired to assist me
until such time as I formally ap	ppeal the denial. I further un	derstand that	the transact	ion could be
denied by my gun dealer (FFL)	and that under such circum	stances, TICS	neither denie	ed nor approved
my firearm transfer and there	fore I have no appeal to TICS	6. I further und	derstand that	t failure to
complete this form or to comp	plete it legibly could result in	rejection of t	he form.	
(Signature of Requester)			(Date)	
See instructions on reverse	side. Return by fax to: (61	5) 744-4660	or Email tbi	.tics@tbi.tn.gov.
BI-0165 RDA Pending			Rev. Jı	une 2009

Instructions for completing the APPEAL OF DENIAL form

The following procedure should be carefully followed to challenge a denied firearms transfer background check:

1. If your transaction was denied by TICS (not your gun dealer) obtain your unique Transaction Number from your FFL (dealer). Legibly print the Transaction Number in the appropriate place on the reverse side of this form. Legibly print the other required information on the form. Include your complete phone number and current mailing address. Make a copy of the form and retain it for your file or future use. You may mail the form to:

TICS Unit

Tennessee Bureau of Investigation

901 R. S. Gass Blvd.

Nashville, TN 37216-2639

- 2. You may also send the form by facsimile (FAX) to (615) 744-4660 or Email as a PDF attachment to tbi.tics@tbi.tn.gov. It should be sent promptly so as to allow TICS ample time to contact the necessary law enforcement agencies and/or clerk's offices and review any documentation they may provide. Do not attempt to hand carry your appeal to the above address in order to obtain same day service.
 Do not submit any documentation with this appeal form—all documentation MUST come to TICS from the original source agency. By law TICS has 15 calendar days to research and review your attempted firearm transfer after the appeal is received. However, if more than 30 days elapse after the initial denial of transfer and you have not appealed, your appeal will not be handled and you will need to begin again with a new attempt to purchase, denial and appeal.
- 3. Upon receipt of your appeal form, TICS reviews the documentation used to make the denial. TICS contacts the arresting agency and requests a final disposition of any "open" charges showing on your criminal history record. TICS may also contact the clerk of court and the state bureau of investigation's state records keeping unit for final disposition information if it is unavailable from the arresting agency. If TICS is able to obtain a final disposition or other required information, your FFL will be notified of any change of status for the transaction. You will need to keep in contact with your gun dealer to see if your appeal has been overturned. If TICS is unable to obtain the final disposition or other necessary information. TICS will place your transaction into "CONDITIONAL PROCEED" status and advise your dealer by the most expedient means available (e-mail, fax or postal mail). Your dealer has the option of transferring the firearm to you or not transferring the firearm, but is not obligated to transfer any firearm to you.
- 4. If your dealer refuses to transfer a firearm to you based on a "CONDITIONAL PROCEED" status received from TICS, you were not denied by TICS and have no avenue of appeal to TICS. However, TICS will assist you further by providing you with a form letter to appeal the FFL's denial by seeking assistance of the FBI NICS Appeals Services Unit in correcting your criminal history record. Do NOT return such a letter to TICS it is to be sent to the FBI NICS. Criminal history records maintained by other states or by the FBI cannot be corrected or modified by TICS. That is the responsibility of each individual state and of the original arresting agency. It is your responsibility to see that TICS is notified by any out-of-state or federal agency upon correction/modification of your criminal history record that would effect the original denial decision made by TICS.
- 5. To check the status of the appeal please go to https://tbibackgrounds.tbi.tn.gov/Appeals/. You will need the state transaction number and date of birth to check the appeal status. This is available to access 24/7.