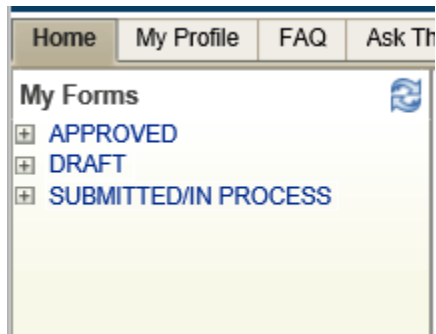


The coversheet is also available in your profile. Follow the steps to access the Coversheet.

Log into your eForm account

Under the Home tab

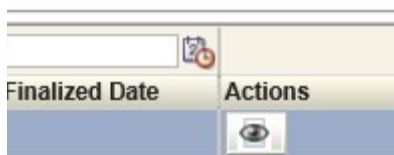


Select “**Submitted/In Process**” folder by clicking on the “+” – click on **Form 1** to open all your Pending forms. Once the form is out of Pending Research it will look like this..

ID	Internal Control Number	Permit Number	Created By
131865		2020446	RK SINCLAIR

(if there is no Permit Number, then the coversheet will be missing required info to submit)


Select the “eye” icon,



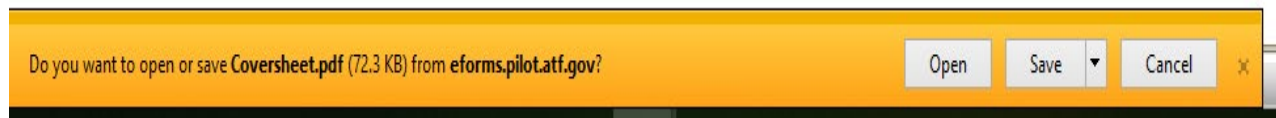
Click on **Electronic Documents** Train Stop



Here you will find all the items you submitted to ATF and the Form1CoverLetter.PDF

View ▾		 Detach
ID	FILE NAME	FILE SIZE (BY
1	woman.jpg	0
2	Form1CoverLetter.pdf	0
3	eForm Processing Times March 2020 508.pdf	310077

Click the link – this will open near the bottom of the screen (click the Open button)



This is your cover sheet for Fingerprint cards. print and submit.