

■ What Is a Consignment?

Consignment allows a customer to sell their firearm **through your store**. You take possession, list it for sale, and split the proceeds with the consignor per agreed terms. The TacticalPay POS tracks the item, the agreed price, payment split, and consignor contact — and when it sells, the checkout flags it clearly as a consignment transaction.

■ Consignment firearms are regulated transfers. The firearm must remain on your licensed premises, be logged into your A&D bound book, and the buyer must complete ATF Form 4473 and pass a NICS background check before taking possession — exactly as with any other firearm sale.

■ Part 1 — TacticalPay POS

1 Add the Consignment

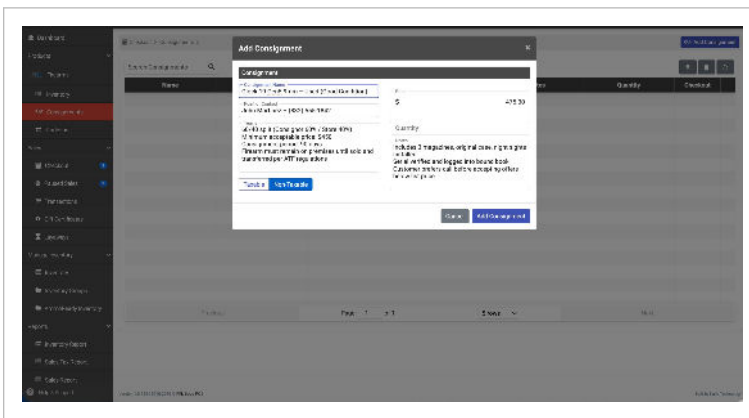


Fig. 1 — Add Consignment form: name, consignor contact, agreed price, terms, and notes.

Consignment Name	Item description including make, model, caliber, and condition.
Point of Contact	Consignor's name and phone number.
Price	The agreed asking price — the amount the customer will pay.
Terms	Split percentage, minimum acceptable price, consignment period, and any special conditions.
Notes	Item details: accessories included, serial verified, any customer preferences.
Taxable toggle	Set per your state's rules. Consignment firearm sales are often non-taxable — confirm with your accountant.

Go to **Products** → **Consignments** and click **Add Consignment**. Complete all fields and click **Add Consignment** to save. The item now appears in your consignments list with the consignor's contact, agreed price, terms, and notes visible at a glance.

2 Sell the Consignment at Checkout

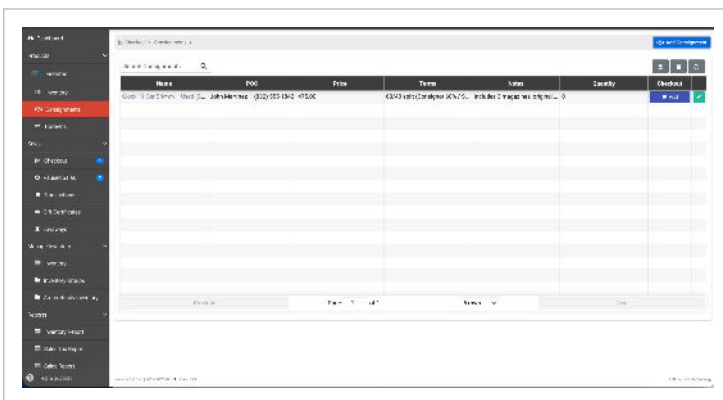


Fig. 2 — Consignments list: item, consignor contact, agreed price, terms, and notes.

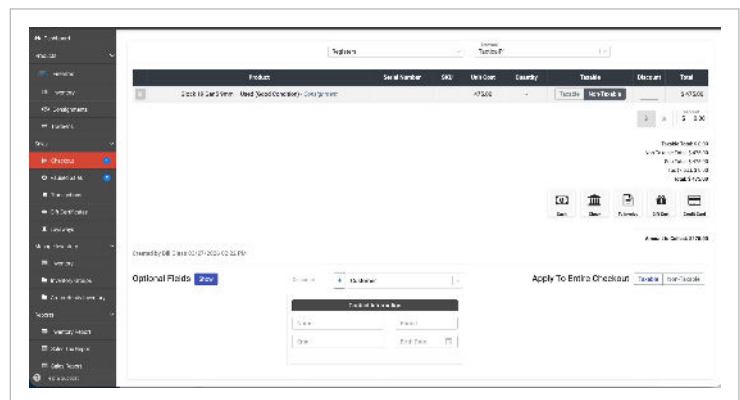


Fig. 3 — Checkout: consignment item labelled "Consignment" in the product name.

When a buyer is ready to purchase, go to **Sales** → **Checkout**. From the Consignments list, click **Add** on the item's row — it loads into the cart clearly labelled *Consignment* in the product name. Confirm the price, taxable status, and any discount, then collect payment via **Cash**, **Check**, **Credit Card**, **Gift Cert.**, or **To Invoice** and complete the sale.

Tip: The consignment item's terms and notes are stored in the POS, so any staff member can see the agreed split and minimum price without hunting through paper files.

■ Part 2 — FFL Boss Compliance Workflow (Post-Sale)

3 Complete the 4473 in FFL Boss

After the POS sale is complete, open **FFL Boss** to process the transfer. The consignment firearm was logged into your A&D bound book when it was received — now you need to complete the disposition:

- Open FFL Boss and locate the firearm in your **A&D Bound Book** by serial number
- Create a new **ATF Form 4473** for the buyer — complete all required sections including buyer identification, acquisition type, and firearm details
- Initiate the **NICS background check** through FFL Boss — record the NTN and proceed/delay/deny as appropriate
- Once the transfer is approved, complete the **Disposition** entry in the bound book: record the buyer's name, address, date of transfer, and 4473 transaction number
- Ensure the **4473 is signed** by both the buyer and the transferor and filed per ATF requirements

■■ Important: Consignment firearms are subject to the same federal transfer requirements as any other firearm sale, including ATF Form 4473 completion and NICS background check processing. Ensure your transfer process is consistent with your FFL obligations before releasing any firearm. *This guide is for informational purposes only and does not constitute legal advice. Consult your ATF compliance advisor or legal counsel for guidance specific to your FFL.*

Reminder: After the sale, calculate and record the consignor's payout per your agreed terms (e.g., 60% of the sale price). Issue payment to the consignor and retain your store's portion. Keep a copy of the signed consignment agreement with your transaction records.

For additional help, visit the **Help & Support** section in the left navigation panel or contact TacticalPay support.