

## **How to Order**

When placing an online order for Ithaca Guns, please note the following:

We cannot ship firearms directly to you. This is federal law. They will be sent to your local FFL (Federal Firearms License) Dealer, who will then perform any background checks and paperwork required in your state/locality. We do not ship firearms to non-FFL holders.

It is your responsibility to contact an FFL Dealer and know their policies, procedures, and any applicable fees they might charge. Nearly all dealers will accept a transfer for you. They will perform all the required background checks and paperwork for your area, and charge a transfer fee commonly about \$25.00 - \$50.00.

If you do not know who your nearest FFL Dealer is we have a large database of dealers in the US that we can refer you to. Call us at (419) 294-4113 for assistance in locating your nearest FFL Dealer.

When you have decided on an FFL Dealer, fill out our FFL Transfer Information Form and send it to us along with an "Original Signature" copy of your dealers FFL. You can mail them to us but we can also accept a faxed or scanned e-mail copy of the documents and this is much faster than mailing them. Our fax number is (419)294-3230. You may e-mail scanned copies to: [contact@ithacagun.com](mailto:contact@ithacagun.com).

If you are mailing the documents, please send them to:

Ithaca Gun Company  
Attn: FFL for Firearms Sales  
420 North Warpole Street  
Upper Sandusky, OH 43351

It is important to make sure that your name and order number is included with the dealer's license so that we know to apply it to your order.

If we already have your dealer's license (FFL) on file, there is no need to resend it with each additional order.

## **Pricing**

All prices and descriptions are subject to change without notice. Prices are rarely incorrect but we retain the right to refuse any transaction pending the correction of pricing. Ithaca Gun is not responsible for internet order errors.

## **Forms of Payment**

Credit Card : You can order your product online using our secure server. We accept Visa, MasterCard, and Discover. All products must include the billing address on the credit card.

Checks or Money Order : You can place an online order, and choose Personal check or money order as the payment option. We do not accept electronic check transfers (E-Check). Once your check is received and has cleared the bank, (10 days for personal check, 3 days for money orders) your product will be shipped. Please note your online order number on the check.

Send your check or money or to:

Ithaca Gun Company  
Attn: Internet Sales  
420 North Warpole Street  
Upper Sandusky, OH 43351

## **Special Orders**

Special Order items require a 20% deposit. CUSTOM ITEMS ARE NON RETURNABLE AND ORDERS MAY NOT BE CANCELLED ONCE WE HAVE ACQUIRED YOUR ITEM.

Special order deposits are charged immediately. If the order is cancelled on a special order item, then Ithaca Gun will refund all deposited funds, less a cancellation fee of 20% of the value of the item. Some items may require a deposit equal to the full value of the item, but these are notated. Special Order items are non-returnable, but in many cases are covered by the manufacturer's warranty.

## **Shipping & Handling**

We will normally ship to you within 7 days unless an item is out of stock. You may call our Customer Service line for approximate lead times. Please note that all lead-times are estimates. We normally will ship FedEx Ground and US POSTAL. If you need faster shipment, we can ship 2nd Day or Next Day for an extra charge. We do not ship C.O.D.

We do not guarantee that boxes and cases will arrive intact (damaged goods are reported to the carrier). We do insure the contents against loss and damage.

NOTE: We make every effort to get your order shipped as fast as possible. In some circumstances, especially during sales and after weekends, we may not get your order shipped in the time specified. Please rest assured that we will ship your item as soon as we can.

# Ithaca Gun Company - FFL Transfer Form

Phone: (419) 294-4113

Fax: (419) 294-3230

Email: [contact@ithacagun.com](mailto:contact@ithacagun.com)

**Instructions:** Ithaca Gun Customer - Take this coversheet to your local dealer so that he can fax this cover sheet and a copy of his signed FFL to us, this will speed up the transfer process.

Fax to: (419) 294-3230

FFL Dealer Name: \_\_\_\_\_

Ithaca Gun Customer Name: \_\_\_\_\_

Ithaca Gun Customer Order Number: \_\_\_\_\_

Customer E-mail (used on customer's order): \_\_\_\_\_

**FFL Dealer:**

Thank you for sending us your FFL. The ATF now allows you to fax or scan a signed copy of your FFL to us to accept a transfer of a firearm. You may also mail a copy, if you prefer, to:

Ithaca Gun Company  
420 North Warpole Street  
Upper Sandusky, OH 43351.

Please make sure that the customer's name and order number is on your FFL that you send us so we know which order the transfer is for.

We really do appreciate your assistance in this transaction. If you have any questions, or need help in any way, please call us at (419) 294-4113.

If you are interested in becoming an Ithaca Gun Dealer, please call us at (419) 294-4113. to discuss. We would be happy to have you onboard.

Sincerely,

Ithaca Gun Sales