



NSW Police Force  
www.police.nsw.gov.au

# Dealer Bulletin

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Licence holders' safe storage notification

*Please remind customers that they must advise the Firearms Registry of any change to their safe storage address.*

## Firearms Registry NSW Police Force

May 2011

Issue 2

## Introduction

Welcome to the Dealer Bulletin, Issue 2 for 2011.

Dealer Bulletins are now available on the NSW Police website – [www.police.nsw.gov.au](http://www.police.nsw.gov.au).

Please check our website regularly for updates on Dealer and Armourer related items.

If you wish to have an issue addressed as a Bulletin article, please send us an email, and we will do our best to include it in our next issue.

## Permit to Acquire (PTA) applications

Please discourage customers from sending PTA applications at the same time as they apply for a new firearms licence.

For new licence holders, PTA applications will be subject to a 28 day cooling off period from the day we receive the application. However, a valid licence must be held before applying for a PTA. See Section 31(1) of the *Firearms Act 1996*.

PTA applications will only be accepted when a customer has already been issued with a firearms licence photo card.

### **PTA Extension requests**

Applications to extend a PTA must be made by the Firearm Dealer before the expiry of the existing Permit.

A new PTA is issued to the customer if the extension is granted.

Dealers should complete and forward the new Permit to Acquire and not the old expired Permit.

### **Remember.....**

*Customers must hold a current firearms licence prior to submitting a PTA application.*

*In normal circumstances, PTA extensions are only issued once.*

## Changes to safe storage address

It would be appreciated if you would remind licence holders that they must notify us of any change to their firearm safe storage address within 14 days after the change occurs. This notification should include firearms stored with or returned from a firearms dealer.

### **Remember...**

Penalties may apply under clause 16(2)(a) of the Firearms Regulation 2000 if changes to a licence holder's safe storage address are not notified within 14 days.

Please refer your customers to our website for further information.



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*Insist customers provide their registration certificates when they wish to dispose of a firearm. Disposal notices are only issued by us for customers who do not have a valid licence.*

*Encourage your customers to access the information on the Firearms Registry Internet site.*

### Reminders on completing paperwork

When completing your paperwork, please ensure all details are provided before forwarding to the Firearms Registry.

Attaching a blank registration certificate with your acquisition advice or customer's PTA is not acceptable because these forms are separated when received at the Firearms Registry. Therefore, we are left with no details on the registration certificate, and are unable to dispose

of the firearm from the customers licence.

Please ensure you complete the registration certificate with the new owners details (incl. name and address, licence/ permit number, Permit to Acquire number).

Similarly, when processing a transaction between two parties, Section C on the Notice of Purchase needs to be completed.

#### **Remember.....**

*It is a legal requirement to keep a record of any transactions and dealings concerning firearms or firearm parts (Section 45 of the Firearms Act 1996). This also includes witnessing a transfer.*

### Dealer Records

#### **Where should Dealer records be kept?**

Paperwork should not be completed at any other location other than your Dealer premises.

All your bookwork must be kept in a place of safe keeping on the premises specified on your Dealer licence.

This place of safe keeping must not be in the same safe with your firearms. (See section 47 (4) of the *Firearms Act 1996*).

#### **Ceasing business as a Firearm Dealer**

Did you know that when a Firearm Dealer ceases his/her dealership licence

(i.e. doesn't reapply, cancels licence, etc.), that Dealer is required to provide the Firearms Registry with a record of all transactions for the 2 years previous to the date that the licence ceased? (See section 45 (5) of the *Firearms Act 1996*).

### Warranty Replacements

If a firearm is supplied to a customer that is later found to be defective, it may be returned and repaired under the terms of yours, the suppliers, or the manufacturer's warranty. If the fault cannot be rectified and the firearm is replaced, here's what you should do:

» Acquire the faulty firearm into your stock;

» If required, dispose of the faulty firearm back to the supplier;

» Unless you have a replacement already in stock, acquire the replacement into stock;

» Dispose of the replacement to the customer;

» Inform the Firearms Registry in writing that it is a warranty replacement by either:

1. Attaching correspondence to the PAB31; **or**

2. Printing the Firearmslink transaction showing comments regarding warranty replacement

#### **Remember.....**

*If we are not informed that the new firearm has been acquired under warranty, the customer will not receive a Registration Certificate for this firearm.*



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*If any additional barrels are registered to a firearm, all barrels (including the primary barrel) require a Serial Number stamped on them.*

## Firearms Registry

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Murwillumbah  
NSW 2484

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1300 362 562

FAX:  
02 66709811

E-MAIL:  
dealers@police.nsw.gov.au

We're on the Web!  
See us at:  
[www.police.nsw.gov.au](http://www.police.nsw.gov.au)

## P558 – Register Firearms in Possession forms

These forms are available upon request, free of charge, from the Firearms Registry.

P558 forms are used only when customers move to NSW from another state of Australia.

There are a few requirements to follow when using the P558 forms:

» The customer's interstate licence must be current;

» The firearms being registered in NSW must be registered to *that person* in the other state (please provide copies of registration papers with the P558); and

» Firearms Registry requires payment of \$10.00 per firearm to process this application (unless the customer is fee exempt). customer.

Please ensure you complete the forms

correctly and clearly. Contact us if you require assistance.

### **Remember...**

*You should supply the customer with a copy of the P558 application for their records to prove registration until their registration certificate is received.*

## Firearm frames, receivers and barrels

### **Firearm Receivers or Frames**

Firearm receivers and frames require registration.

When disposing of a firearm receiver/frame to a customer, there is no requirement for a PTA. However, there is a legal requirement to notify the Firearms Registry of the details of the transfer.

### **Firearm Barrels**

Firearm barrels do not require registration until attached to a firearm as a primary or additional barrel.

When disposing of a barrel to attach to a frame/receiver, a PTA is required, as it creates a full firearm.

### **Notification of adding or replacing a barrel**

Always notify the Registry if a receiver or frame has been transferred.

Always notify the Registry when an additional barrel has been added to a firearm.

## Resources for dealers and armourers

*We know it's not always easy running a regulated business. Please refer to the following resources for assistance or contact us via email or phone. We are more than happy to assist.*

Dealer Bulletins are available on our website:

[http://www.police.nsw.gov.au/services/firearms/firearms\\_dealers](http://www.police.nsw.gov.au/services/firearms/firearms_dealers)

A comprehensive Dealer Handbook is available on our website:

[http://www.police.nsw.gov.au/services/firearms/firearms\\_dealers](http://www.police.nsw.gov.au/services/firearms/firearms_dealers)

Legislation and Fact Sheets on all sorts of topics are available on our website:

[www.police.nsw.gov.au](http://www.police.nsw.gov.au)

**Remember....**It's worth having a look at our website – the 'What's New' section will keep you up to date with changes to legislation and current topics of interest.