



FIREARMS REGISTRY

Instructions for completing a P561

'Application for a Personal Firearms Licence' form

P561

This FACT sheet provides information for applicants for a firearms licence on how to complete their application or make alterations to the genuine reason or category of their current firearms licence.

Licence Holder Obligations and Responsibilities

All firearms licence holders must comply with the general legislative requirements of the *Firearms Act 1996* and the *Firearms Regulation 2006*.

In addition to these general legislative requirements, there are specific legislative requirements applicable to each licence category and genuine reason. All applicants and licence holders are encouraged to familiarise themselves with both the general legislative requirements and the specific authority and conditions applicable to the genuine reason and category of your firearms licence.

A copy of the general legislative requirements applicable to all licence holders can be viewed on the Authority and Conditions page of the Firearms Registry Internet site. For information specific to your genuine reason, see the *Firearms Act 1996* and the *Firearms Regulation 2006*.

Firearms Safety Training

If you have never held a licence in NSW before, you are required to complete a firearms safety training course for either long arms or pistols and provide a copy of the certificate obtained when you successfully complete the course with your licence application. If you have previously held a firearms licence, either in NSW or Interstate for the same category of licence for which you are applying, you may not need to complete the course again.

Long Arms: You must complete an approved firearms safety training course.

For training providers contact:

The Firearms Safety Training Council - 02 94863077,
Sporting Shooters Association Australia - 1300746683,
The Department of Primary Industries, Game Licensing Unit - Phone: 02 63913750,
Your nearest firearms club or the NSW Firearms Registry.

Pistols: You must complete the safety training for pistols run by your club or other approved course provider. For approved course providers for pistol safety training, contact the Firearms Registry.

Safe Keeping and Storage of Firearms

All persons who possess a firearm in NSW must take all reasonable precautions to ensure that a firearm in their possession is kept safe, is not lost or stolen, and does not come into the possession of an unauthorised person - section 39 of the *Firearms Act 1996* (the Act).

In addition to this general requirement for the safe keeping of firearms, there are specific requirements for the safe keeping and storage of firearms prescribed by the Act. The safe keeping and storage requirements for each type and category of licence are found on the Safe Storage page on the Firearms Registry Internet site and include the Commissioners recommendations for the minimum standards for receptacles and safes .

Fees, Fee Exemptions and Licence Terms

A firearms licence can be issued for 2 or 5 years and there are fee exemptions for primary producers and pensioners.

Fee exemptions apply for:

- * A primary producer with the sole genuine reason of Primary Production, AND
- * A pensioner applying for a category A, B or H licence only.

Pensioners and Primary Producers claiming a fee exemption must send a copy of their current pension card, DVA card or primary production declaration with the application.

Licence Fees

Personal Firearms Licence categories A, B, C, D or H
Initial licence & re-application 5 year - \$200
Initial licence & re-application 2 year - \$100
Firearms Collection licence - \$75 - Reapplication - \$40
Probationary Pistol Licence 1 year - \$100
Provisional Pistol Licence (Business/Employment) 1 year - \$250

How do I complete the P561 Application for a Firearms Licence form?

For information on how to complete the application form, please see over.

Instructions for completing the P561 Application Form

FIREARMS LICENCE APPLICATION FORM (P561)

NEW APPLICATION / REAPPLICATION

This form can be used for a new application, a reapplication, or to change the genuine reason or category of your existing licence. Do not photocopy the form, print within the boxes do not mark boxes that do not apply, use CAPITAL LETTERS and BLACK INK.

SECTION A - PERSONAL AND CONTACT DETAILS.

Your form should be pre-printed with your name and address details. If the pre-printed information is not correct, make any necessary amendments to the pre-printed information. Failure to do so may result in delay to your licence application.

The 'Last Name' & 'Given Names' box should show your full legal name. This should be the name on your birth certificate, marriage certificate, change of name certificate or passport. Insert your NSW drivers Licence number if this is not already printed on the form. Complete the contact details including business phone number, mobile phone number and email address.

List any other names by which you have been known and supply details.

SECTION B - RESIDENTIAL ADDRESS

If not already pre-printed, insert your full residential address here. If the format does not match your address, write the details in the Property field.

SECTION C - POSTAL ADDRESS

If your postal address is the same as your residential address mark the box with an 'X', otherwise, insert your postal address here. If the format does not match your address, write the details in the Property field.

SECTION D - GENUINE REASON

A separate genuine reason form must be attached for each box marked.

SECTION E - FIREARMS SAFETY TRAINING

Insert your previous licence number or mark the box to indicate that a copy of the certification obtained when you successfully completed the safety training course is attached to your firearms licence application.

SECTION F - FEES

All applicants must mark the box for either a 5 year or 2 year licence. If you are claiming a fee exemption as a pensioner or a primary producer, mark the relevant box.

SECTION G - SAFEKEEPING ADDRESS OF FIREARMS

This section must be completed, even if you do not currently own any firearms. If your firearm safekeeping address is different to your residential address, insert the address in this section. If the safekeeping address is the same as the residential address, mark the box.

In this section you are confirming the safe keeping address of any firearms currently in your possession or declaring the safe keeping address for firearms acquired after the issue of your licence.

SECTION H - PERSONAL HISTORY

Please answer all questions by marking the appropriate 'YES' or 'NO' box. If you answer 'YES' to any question, provide details as an attachment.

SECTION I - DECLARATION

The application form must be signed and dated by the applicant.

RELATED INFORMATION

See FACT Sheets:

'100 Point Identification'

'Safe Storage Level One - Category A & B Requirements'

'Safe Storage Level Two - Category C, D & H Requirements'

'Transportation of Firearms'

Firearms Registry

Address

Locked Bag 1
Murwillumbah NSW 2484

Telephone

1300362562

Interstate

02 66708590

Fax

02 66708558

Email

frlicensing@police.nsw.gov.au
OR
firearmsenq@police.nsw.gov.au

Website

www.police.nsw.gov.au/firearms

Where can I find more information?

The information provided in the FACT Sheet is for general guidance only. Applicants and licensees should familiarise themselves with the *Firearms Act 1996* and the *Firearms Regulation 2006*, which are available on the NSW Legislation website - www.legislation.nsw.gov.au.



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