

# FIREARMS REGISTRY



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## INFORMATION ON BUSINESS, CLUB OR GOVERNMENT AGENCY FIREARMS LICENCE ONLINE APPLICATIONS

This fact sheet provides information on applying for a new business firearm licence, renewing a business firearms licence or adding a category to an existing business firearms licence online.

### Completing your Online Business Firearm Licence New Application or Reapplication

You can apply for a firearms licence application on behalf of a business, club or government agency online via the [NSW Police Force Community Portal](#).

To complete this online licence application, you will need:

- A MyServiceNSW Account
- Proof of identity documents (e.g. Driver licence and Birth Certificate) - Note: the name on your proof of identity documents must be exactly the same as the name on your Service NSW account
- A firearm safety training certificate, or details of your previous NSW firearms licence or current interstate firearms licence
- Supporting documents for the business, club or government agency's Genuine Reason, if requested
- If you are applying for a firearms licence over and above a category A firearms licence, evidence of a 'special need' is required. Select a reason from the options provided which most closely describes the special need to possess or use the selected firearm category
- A current credit card (Visa or Mastercard) for payment, if applicable

### Firearms Safety Training

For a new application, you must provide one of the following:

- Details of your previously held NSW firearms licence under the *Firearms Act 1996* (the Act) for the same category of licence for which you are now applying, or
- Details of your currently issued interstate firearms licence for the same category of licence for which you are now applying, or
- Upload a copy of the certificate you obtained when you successfully completed the firearms safety training course

For training providers contact:

- Firearms Safety Training Council - Phone: 02 9486 3077, or
- Sporting Shooters Association of Australia (SSAA) - Phone: 1300 746 683, or
- Department of Primary Industries Game Licensing Unit - Phone: 02 63913750, or
- Your nearest firearms club

#### 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 associated Regulation, which are available on the NSW Legislation website – [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au)

Mailing: Locked Bag 5102, Parramatta NSW 2124

Tel: 1300 362 562

Interstate: 02 6670 8590

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

Contact us: <https://portal.police.nsw.gov.au/s/online-firearm-applications>

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## Genuine Reason

To apply for a firearms licence on behalf of a business, club or government agency you must be able to prove a genuine reason for obtaining a firearms licence.

- Sport/Target Shooting
- Recreational Hunting/Vermin Control
- Primary Production
- Vertebrate Pest Animal Control - Contract Shooter or Government Agency
- Business or Employment - Security Industry, Commercial Fishing or Other
- Animal Welfare - RSPCA or AWL or Owner, Transporter, Drover or Other Handler of Animals

For details of the supporting documents to attach to your online firearm licence application please refer to the relevant [Genuine Reason fact sheets](#).

For details on the available categories and genuine reasons for your business type (i.e.: club, business - sole trader, business - corporation, government agency), please refer to the resources available on the [Firearms Registry website](#).

## What if I want to add a firearm category to my existing business firearms licence?

The licence holder / nominated person of the business, club or government agency can submit an online application to add a category and/or genuine reason to the existing firearm licence via the [NSW Police Force Community Portal](#).

Click on the 'Add a New Genuine Reason and/or Category' tab.

To complete this online licence application, you will need:

- A MyServiceNSW Account
- Proof of identity documents (e.g. Driver licence and Medicare card)
- Supporting documents for the business, club or government agency's Genuine Reason
- If you are applying to add a firearms category over and above a category A firearms licence, evidence of a 'special need' is required. Select a reason from the options provided which most closely describes the special need to possess or use the selected firearm category
- A current credit card (Visa or Mastercard) for payment, if applicable

## Licence Holder Obligations and Responsibilities

All firearms licence holders must comply with the general legislative requirements of the Act and the *Firearms Regulation 2017* (the Regulation).

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 the firearms licence concerned.

A copy of the general legislative requirements applicable to all licence holders can be viewed on the [Legislative Requirements and Authority and Conditions](#) page of the Firearms Registry website. For information specific to your genuine reason, see the Act and the Regulation.

## 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 Act.

In addition to this general requirement for the safe keeping of firearms, there are specific requirements for the safe keeping, storage and transportation of firearms. This includes new requirements introduced in 2017.

The safe keeping and storage requirements for each type and category of licence are found on the [Safe Storage page](#) on our website.

## Licence Fees

Payment is made by credit card at the time of completing the online firearm licence application.

Firearm licence application - categories A, B, C, D or H

- 5 year licence - \$200
- 2 year licence - \$100

For a comprehensive list of fees and fee exemptions, please refer to the [Fee Schedule](#) on the Firearms Registry website.

## Further information / related information

Firearms Registry website: [www.police.nsw.gov.au/firearms](http://www.police.nsw.gov.au/firearms)

NSW Police Force Community Portal: [portal.police.nsw.gov.au/s/online-firearm-applications](http://portal.police.nsw.gov.au/s/online-firearm-applications)

See fact sheets:

- [Safe Storage Level One - Category A and B Requirements](#)
- [Safe Storage Level Two - Category C, D and H Requirements](#)
- [Transportation of Firearms](#)