

QUICK REFERENCE GUIDE

Gun Safe

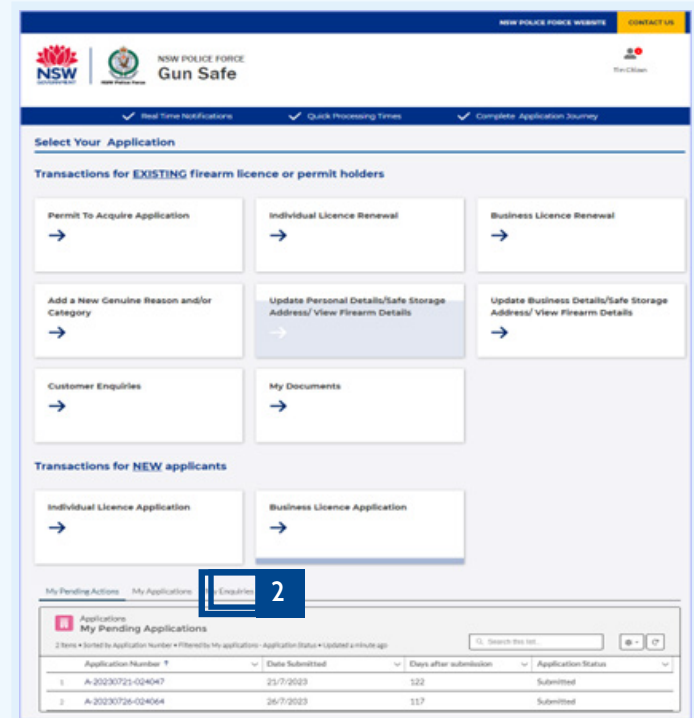
View Submitted Enquiries



If you have a Gun Safe account, you can review enquiries submitted and provide further information/files to the Firearms Registry.

Step 1

1. Log in to your Gun Safe account
2. Click on 'My Enquiries'

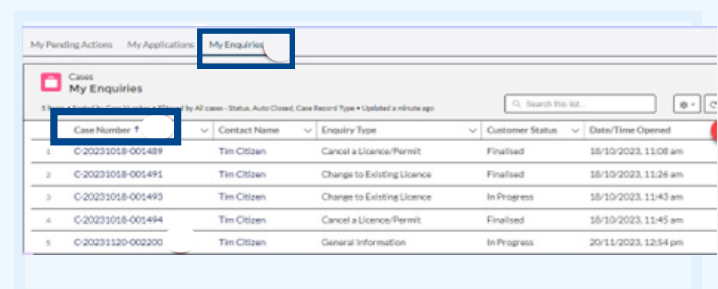


Step 2

All lodged enquiries will be displayed. This section will display:

3. Case Number
4. Contact Name
5. Enquiry Type
6. Customer Status
7. Date/Time Opened

Click on the 'Case Number' to view the enquiry



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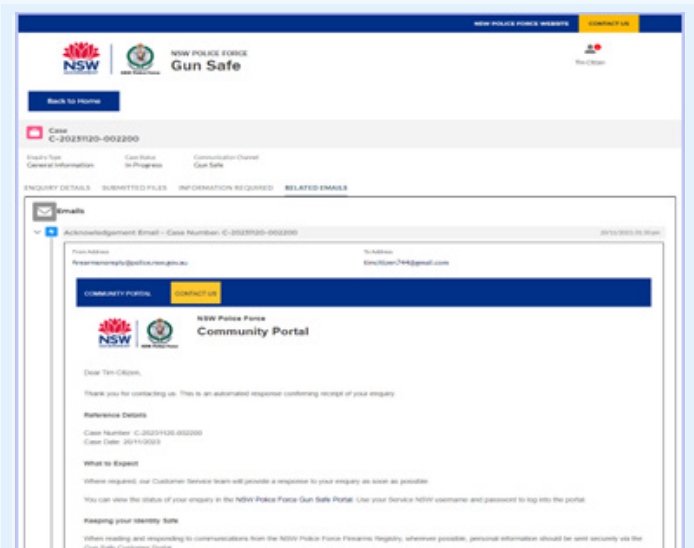
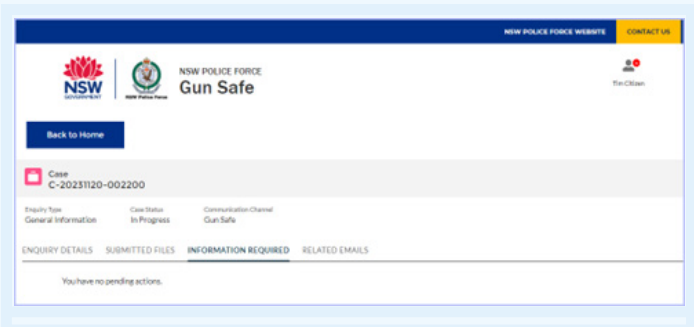
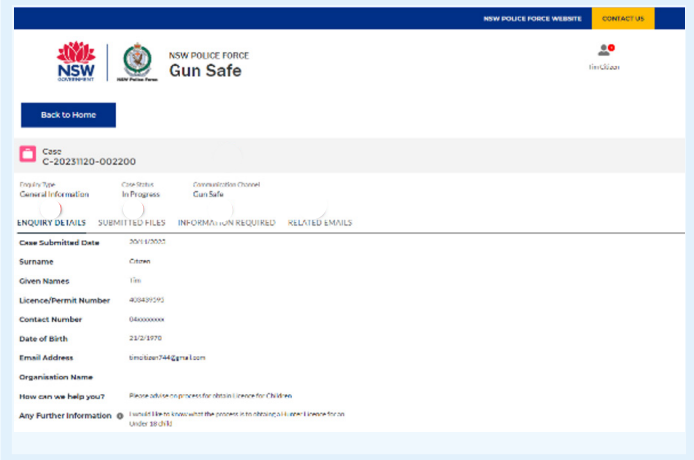
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View Submitted Enquiries



The enquiry details will display and show the following sections:

- Enquiry Details - Specific details regarding the enquiry type:
- Submitted Files' - Files you have submitted file/s and/or file/s uploaded by the Firearms Registry
- Information Required - Any information the Firearms Registry has requested you to provide
- Related Emails' - Any emails specific to the enquiry/case - e.g. acknowledgement email



Step 3