



NSW Police Force  
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# FIREARMS REGISTRY

## Firearms Museum Permit

P 634

This FACT Sheet provides information on the requirements for obtaining a Firearms Museum Permit - clause 59 of the *Firearms Regulation 2017*.

Public museums wishing to exhibit firearms for display purposes must obtain a permit for possession and display of those firearms.

### What does a Firearms Museum Permit authorise?

This permit authorises the permit holder, and any person who is employed by or otherwise engaged in the operation of the public museum, to possess firearms and related ammunition forming part of the collection. The collection must have a genuine commemorative, historical, thematic or financial value.

### What is the definition of a Public Museum?

The *Firearms Regulation 2017* defines a public museum as being a non-profit making institution that:

- \* Has a written constitution that states the museum's charter, goals and policies, and
- \* Has a stated acquisition policy, and
- \* Acquires, conserves and exhibits objects of scientific or historical interest for the purposes of study, education and public enjoyment, and
- \* Is sufficiently financed to enable the conduct and development of the museum, and
- \* Has adequate premises to fulfil its basic functions of collection, research, storage, conservation, education and display, and
- \* Is regularly open to the public.

### What is the term of the permit and how much will the permit cost?

The permit will be issued for a maximum term of 5 years and the prescribed fee for this permit is \$75. Your payment must accompany the application.

### What requirements must be met for firearms in the collection?

All firearms in the museum collection require registration, except those firearms afforded an exemption from registration requirements by section 6A of the *Firearms Act 1996*.

Any pistol or any prohibited firearm that is part of the collection must be rendered permanently inoperable. Note: an exemption to this requirement may be granted. To apply for an exemption, please complete section 5 of the legitimate reason form and provide details outlining the circumstances why an exemption should be granted.

Any other firearm that is part of the museum's collection must be rendered temporarily inoperable by removing the bolt or firing mechanism and keeping it separate from the firearm in a locked container of an approved type, or by using a trigger lock of an approved type, unless otherwise approved by the Commissioner of Police.

### What about employees?

Employees to be listed and authorised by this permit (in addition to the permit holder) must complete a P635 'Application for a Person to be Authorised on a Firearms Permit' form (separate form for each employee); and

- \* Complete Section E of the P635 form to establish proof of employment status; and
- \* If the employees to be listed on this permit do not hold a current firearms licence or permit, proof of identity totalling 100 points must be provided, and
- \* Safety training certificate for longarms (if applicable).

### Do I need to do anything prior to lodging my application?

**Yes.** If you have never held a firearms licence or permit in NSW, or you do not currently hold an equivalent issued firearms licence or permit interstate, you are required to complete a firearm safety training course for longarms and/or pistols. Include the completed certificate with your permit application. For training providers contact:

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

### How do I apply for a Firearms Museum Permit?

You must complete the P634 'Application for a Firearms Permit' form and the 'Firearms Museum Legitimate Reason' form and where applicable provide any supporting documentation. Please see the reverse of this FACT Sheet for instructions on how to complete the P634 form.

# Instructions for completing the Firearms Permit Application Form

## FIREARMS PERMIT APPLICATION FORM (P634)

### NEW APPLICATION / REAPPLICATION

Mark appropriate box (new application or reapplication) and insert any previous or current firearms licence or permit number.

### SECTION A - PERMIT TYPE

From the drop down list select the type of permit relevant to this application. If the permit is not listed in the drop down list, enter the type of permit you require in the space provided.

### SECTION B - NOMINATED PERSON/BUSINESS OR NOMINATED PERMIT HOLDER/INDIVIDUAL

Insert your full name, date of birth, gender, NSW drivers licence (if held), contact phone numbers, email address and supply details if you have been known by any other names.

### SECTION C - RESIDENTIAL ADDRESS

Insert your full residential address in this section.

### SECTION D - POSTAL ADDRESS

If the postal address is the same as the residential address, mark the box. If your postal address is different to your residential address, insert your postal address in this section.

### SECTION E - BUSINESS, CLUB OR GOVERNMENT AGENCY DETAILS

If this application is being made by a Business, Club or Government Agency, provide details in this section and attach supporting documentation.

### SECTION F - SAFEKEEPING ADDRESS OF FIREARMS

If the safekeeping address is the same as the residential address, select 'YES' in the box. If your firearm safekeeping address is different to your residential address, insert the address in this section.

### SECTION G - PERSONAL HISTORY

Answer each question by selecting a 'YES' or 'NO' from the drop down list. If you answer 'YES' to any question, provide details as an attachment.

### SECTION H - DECLARATION

The application must be signed and dated by the applicant.

### SECTION I - FEE

The prescribed fee for this permit is \$75. Your payment must accompany the application.

### RELATED INFORMATION

See FACT Sheets:

'100 Point Identification',

'RSL & Museums Safe Storage, Premises & Display Firearms & Prohibited Weapons'.

## Firearms Registry

### Address

Locked Bag 5102  
Parramatta NSW 2124

### Telephone

1300362562

### Interstate

02 66708590

### Fax

02 66708558

### Email

firearmsenq@police.nsw.gov.au

### Website

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



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