

# FIREARMS REGISTRY



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## PERMIT TO ACQUIRE (PTA) A FIREARM

This fact sheet provides information on applying for a PTA - section 31 of the *Firearms Act 1996*.

All persons wishing to acquire a firearm in NSW must be the holder of a current firearms licence or permit authorising possession of that type of firearm and must make application for a PTA.

PTA applications are made online and accommodate all firearm types (longarm, handgun and prohibited firearms).

### Who can apply for a PTA?

You must hold a current NSW firearms licence or permit to apply for a PTA.

You may only acquire a particular type of firearm if you hold the corresponding category of licence or permit authorising possession of that firearm. For example, to apply for a Category A firearm you must hold a Category A firearms licence or to apply for a Category H firearm you must hold a Category H firearms licence.

A separate PTA application must be completed for each firearm you wish to acquire.

### How do I apply for a PTA?

You can apply for a PTA online via the [NSW Police Force Community Portal](#).

To complete your online application, you will need:

- \* A MyServiceNSW Account
- \* Proof of identity documents (e.g. Driver licence and Birth Certificate)
- \* Your firearm licence or permit number
- \* A good reason for acquiring the firearm—Select a reason from the options provided which most closely describes your reason for acquiring the firearm
- \* A current credit card (Visa or Mastercard) for payment of the \$30 PTA fee (unless you are a Primary Producer or you have a fee exemption status as a Pensioner recorded with the NSW Police Force Firearms Registry)

If applying to acquire a handgun for sport/target shooting, you will also need:

- \* A Pistol Firearms Safety Training (PPL) Completion Certificate (for probationary pistol licence holders only)
- \* A COPS Event Number to confirm you have adequate safe storage unless you're storing your firearms at your club
- \* Club Confirmation (see next section)

Note: if your personal details have changed you must update them before submitting your online PTA. Personal details include your residential address or business, club or government agency address, mailing address, safe storage address or mobile / phone number.

Updates can be made via the [NSW Police Force Community Portal](#). If you need to update your name, please use the [online change of name form](#).

#### 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).

Locked Bag 5102, Parramatta NSW 2124

Tel: 1300 362 562

Interstate: 02 6670 8590

Email: [firearms@police.nsw.gov.au](mailto:firearms@police.nsw.gov.au)

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

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## What is the Club Confirmation?

The club confirmation is a requirement for licence holders who apply to acquire a handgun for sport/target shooting, including Probationary Pistol Licence and Large Calibre Pistol Permit holders.

The club confirmation confirms:

- \* The applicant is a current financial member of the club, and
- \* The applicant has adequate safe storage as specified under the *Firearms Act 1996*, and
- \* The shooting activities for which the pistol is required

Club confirmation is triggered by providing details of your nominated club in the online PTA application. An email will be sent to the Club Secretary, which will allow them to accept or reject the club confirmation. The response is automatically sent to the Firearms Registry.

## How much will my PTA cost?

Each PTA costs \$30 and payment is made by credit card at the time of application.

Fee Exemptions are automatically applied during the online application process to:

- \* Primary Producers who hold a current licence issued with the genuine reason of Primary Production
- \* Holders of the following current concession cards are entitled to a pensioner fee exemption
  - \* Centrelink pension concession card
  - \* Disability Support Pension card
  - \* Veterans' Affairs card (including concession and health care cards)

NOTE: If you were not previously eligible for a fee exemption, however, have since been issued a concession card as noted above, you will need to email the NSW Firearms Registry at [firearms@police.nsw.gov.au](mailto:firearms@police.nsw.gov.au) with a copy of your valid pension card prior to commencing your online PTA application. You can commence your online PTA application once you have received confirmation that your status has been updated.

If you have previously supplied your pension card, however it has since expired, you are able to upload a copy of your current concession card during the PTA application process.

## Is there a mandatory waiting period?

For initial PTA's, there is a mandatory 28 day waiting period from receipt of your application before your PTA can be issued. For any subsequent PTA's for the same type of firearm as one already registered to you, there is no waiting period.

In addition, there is no waiting period for a PTA if a firearm of the same type was registered in your name at any time during a 90 day period before the PTA application was made, provided the registration was not cancelled under section 35 of the Firearms Act 1996.

A PTA remains valid until the firearm is acquired or for 90 days, after which time it will expire.

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## What happens when my PTA is issued?

If you have a Gun Safe account, the Firearms Registry will send you an email advising that your PTA can be accessed digitally through the Gun Safe Customer Portal under the 'My Documents' tile. If you do not have a Gun Safe account, you will receive your issued PTA through the mail.

You will need to present your issued PTA to a dealer when completing your acquisition of a firearm. If the dealer is submitting transactions through the Gun Safe system, you can present your issued PTA by displaying it on your mobile device via your Gun Safe account. If the dealer is not submitting their transactions through Gun Safe you will need to provide a printed version of the issued PTA.

The firearms dealer identifies the firearm, completes the necessary transaction and/or paperwork and provides this to the Firearms Registry. The Firearms Registry will issue you a registration certificate as proof of registration.

The issued PTA may also be used, in lieu of the registration certificate, to acquire ammunition for the firearm. Please see the '[Firearms & Ammunition](#)' page on the Firearms Registry website.

## What if I hold a Probationary Pistol Licence (PPL)?

There are restrictions on the acquisition of handguns for PPL holders. No PTA will be issued for the first six months of the licence and only two PTA's will be issued in the second six months of the licence. Within the second six months, you may make application to acquire a combination of any two handguns, with the exception that you must not possess a centrefire and a rimfire pistol at the same time.

You must include with your application a copy of the completion certificate issued to you by your club when you successfully complete the Pistol Safety Training Course.

## What if I am acquiring a firearm from Interstate?

If the firearm is to be acquired from interstate, you will still require a PTA in NSW. In addition, you will need to arrange for the transfer of the firearm from the interstate firearms dealer to a NSW firearms dealer. The NSW firearms dealer will identify the firearm, complete the necessary paperwork and forward this information to the Firearms Registry. The Firearms Registry will then issue a registration certificate to you as proof of registration.

## 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 1 - Category A and B Requirements'](#)
- \* ['Safe Storage Level 2 - Category C, D and H Requirements'](#)
- \* ['Genuine Reason fact sheets'](#)

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