

APPLICATION FOR THE GRANT OR RENEWAL OF A FIREARM AND/OR SHOTGUN CERTIFICATE



NOTES

Please read these **BEFORE** completing the form

FIREARM: Section 1 of the Firearms Act 1968 (as amended) applies to all firearms except:

- i. a shotgun;
- ii. an air weapon (unless declared 'specially dangerous');
- iii. prohibited weapons such as centre fire self-loading rifles, handguns, machine guns etc (unless specifically authorised).

SHOTGUN: Section 1(3)a of the Firearms Act 1968 (as amended) defines a shotgun as:

- i. a smooth bore gun (not being an air weapon);
- ii. having a barrel not less than 24" (60.96cm) and a bore less than 2" (5.08cm);
- iii. either having no magazine, or a non-detachable magazine incapable of holding more than two cartridges;
- iv. not a revolver gun.

1. You must not withhold information about **any conviction**. This includes motoring offences, binding overs, formal written warnings, cautions and convictions in and outside Great Britain, and (by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975) convictions which are spent under the 1974 Act. A conditional discharge and an absolute discharge both count as convictions for this purpose. Details of parking offences and fixed penalty notices do not need to be declared.
2. Applications must be accompanied by four identical photographs of you and sized 45mm x 35mm. The photographs must be full face and without a hat and must be a current true likeness. Ordinary passport style photographs are suitable for this purpose. A computer generated likeness is acceptable if it is full face, against a plain background and printed on good quality gloss or matt paper. If you are applying for both a firearm and a shotgun certificate you need only submit four photographs.
3. One of the photographs must be signed in ink, on the back by you, the applicant.
4. Unless otherwise advised by the police, you should post or take the completed form together with the fee and photographs to the police firearms licensing department.
5. Personal health and medical declaration. You must disclose any physical or mental health condition that may affect your ability to safely possess and use a firearm (including a shotgun). This includes for example epilepsy, stroke, stress related illness, depression, alcoholism, heart disease, cancer etc. If in doubt, consult your GP. The police may contact your GP and/or specialist to obtain factual details of any medical history in respect of your application.

6. Where an application is successful a letter will be sent to your GP and, where there is good reason, a medical report may be required.
7. Section 21 of the Firearms Act 1968 details restrictions on the possession of firearms and ammunition by those previously convicted of crime. From 14 July 2014 a person receiving a suspended sentence of a minimum duration of three months or more will be prohibited from possessing a firearm for five years from the second day after sentence.
8. To apply for both a **firearm certificate** and a **shotgun certificate** and to have them expire at the same time (coterminous certificates) you should complete the sections for firearm and shotgun certificates. The fee payable for such certificates may be less than the normal fee for the grant or renewal of a shotgun certificate if both of your application forms are dealt with at the same time.
9. (1) To acquire or possess firearms or ammunition under Section 1 of the Firearms Act 1968, you have to provide evidence that you have a good reason to do so. This applies to the grant, renewal or variation of a firearm certificate. This evidence can take several forms: permission to shoot over land or membership of a target shooting club, or a booking or invitation to go deer stalking are examples, but these are not exhaustive.

Section 1: Firearm Only

(2) Please provide the address of one area of land where you have permission to shoot, together with the name, address and telephone number of the person who has given you that permission or the details of a Home Office approved club of which you are a full member. **NB:** You will not necessarily be limited to shooting over that individual piece of land or at that club.

10. **You must complete all parts of the form.**
11. When applying for a **firearm certificate**, you should have gained the permission of two people who have agreed to act as referees for you. You must complete Part F with their details. When applying for a **shotgun certificate** you should have gained the permission of one person to act as a referee for you. You must complete part F with their details.
12. The referee(s) who have agreed to act for you must have known you personally for at least two years and must be resident in Great Britain. Referees must not be a member of your family, a registered firearms dealer, a serving police officer or police employee. Referees must be of good character and any references they agree to provide must be given freely and not on payment.
13. The equality monitoring information you provide in Part G aims to assist the force in meeting its duties as a Public Authority. The information will be kept separately from the application.

Firearms Licensing - Fees



Firearms Licensing Department
North Yorkshire Police Headquarters
Newby Wiske Hall, Northallerton,
North Yorkshire, DL7 9HA

Tel: 01609 789021
Fax: 01609 789143
E-mail: firearmslicensing@northyorkshire.pnn.police.uk

CHEQUES/POSTAL ORDERS TO BE MADE PAYABLE TO PCC FOR NORTH YORKSHIRE

TYPE OF CERTIFICATE	FEE
Shotgun Grant	£50.00
Shotgun Renewal	£40.00
Shotgun Replacement - for lost certificates	£8.00
Firearm Grant	£50.00
Firearm Renewal	£40.00
Firearm Replacement - for lost certificates	£9.00
Firearm Variation	£26.00
Co-Terminous Grant	£60.00
Co-Terminous Renewal	£50.00
Co-Terminous Replacement - for lost certificates	£17.00
Firearm Renewal with Shotgun Grant to make Co-Terminous	£50.00
Firearm Grant with Shotgun Renewal to make Co-Terminous	£60.00

Please ensure you pay the correct postage

APPLICATION FOR THE GRANT OR RENEWAL OF A FIREARM AND/OR SHOTGUN CERTIFICATE



PLEASE READ THE NOTES THAT ACCOMPANY THIS FORM CAREFULLY BEFORE COMPLETING THE APPLICATION FORM

Please use black ink and write in **BLOCK CAPITALS** throughout, except when signing. A continuation form is provided at page 6 if you wish to provide any further information.

I am applying for (tick each box which applies)

Firearm certificate Grant Renewal If renewal please give current expiry date

Shotgun certificate Grant Renewal If renewal please give current expiry date

Do you wish to apply for a shotgun certificate which will expire at the same time as your firearm certificate? **Yes** **No**

PART A: Personal details.

- 1. Gender Male Female
- 2. Title
- 3. Surname
- 4. Previous surname(s)
- 5. Forenames (state all)
- 6. Home address
- a. Postcode
- b. Tel number
- c. Mobile number
- d. E-mail
- Any previous home addresses in the last 5 years?
 Yes **No** (If yes please give details on page 2)
- 7. Height
- 8. Date of birth
- a. Place of birth
- b. Nationality.....
- 9. Occupation
- a. Work address
- b. Postcode
- c. Tel number

PART B: Personal health & medical declaration

- 10. Do you suffer from any medical conditions?
Important: Read notes 5 & 6 before completion.
- Yes** (If yes give details) **No**
- a. Have you ever received treatment for depression or any other kind of mental health condition?
 Yes (If yes give details) **No**
- 11. Details of your GP / Specialist
- a. Name
- b. Address
- c. Postcode
- d. Tel number
- e. E-mail

I give the police permission to contact my GP and/or specialist to obtain factual details of any medical history in respect of this application. This authority is valid for the life of the certificate(s).

I understand that my GP may share sensitive personal data with the police concerning my physical & mental health for the purpose of enabling the police to make a fully informed decision on my application & I hereby consent to this processing of my personal data.

Applicant's name (please print)

Applicant's signature Date

PART C: Offences

Important : Please read note 1 before completion

12. Have you been convicted of any offence (not including parking) or received a written caution?

- Yes No

(If yes, give details of all convictions and/or formal written cautions, binding overs and spent convictions, including those received outside Great Britain).

Date	Offence
.....
.....
.....
.....

Previous home address(es) from the past five years:

Address 1

.....

Postcode

From To

Address 2

.....

Postcode

From To

Address 3

.....

Postcode

From To

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(If applying for a SHOTGUN certificate only, go to part E)

PART D: Firearm details (if applicable).

13. Details of firearms currently held. **IMPORTANT: Please read note 9 before completion**

If none write NONE here

Calibre	Type/Action	Make	Serial No	Reason e.g. target, vermin (please provide land/club details)

14. Details of firearms to be acquired. **IMPORTANT: Please read note 9 before completion**

If none write NONE here

Calibre	Type/Action	Reason e.g. target, vermin (please provide land/club details)

15. Details of the maximum amount of ammunition to be possessed

Calibre	Quantity	Calibre	Quantity

16. Details of current (or in the case of a grant, proposed) security arrangements

a. Are the security arrangements at your home address? Yes No - please provide details

.....
.....
.....
.....

b. Type of security :

cabinet clamp gun room other - please provide details

.....
.....

c. Is the security shared with another certificate holder? Yes - please provide details No

.....
.....
.....
.....

d. Ammunition storage – please provide details

.....
.....
.....

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PART E: Shotgun details (if applicable).

17. Details of shotguns currently held.

If none write NONE here

Calibre	Type/Action	Make	Serial No

18. Details of current (or in the case of a grant, proposed) security arrangements

a. Are the security arrangements at your home address? Yes No - please provide details

.....
.....
.....
.....

b. Type of security :

cabinet clamp gun room other - please provide details

.....
.....

c. Is the security shared with another certificate holder? Yes - please provide details No

.....
.....
.....
.....

DECLARATION

I hereby apply for a

- Firearm certificate**
- Shotgun certificate**

The information I have provided on this form is true and I understand that it is an offence under section 28A(7) of the Firearms Act to knowingly or recklessly make a false statement for the purpose of procuring the grant or renewal of a certificate; the maximum penalty for which is six months' imprisonment and/or a fine. I understand that I will be subject to a check of police records and that my details will be held electronically.

Signature:

Print name:

Date:

I have enclosed FOUR identical photographs of a current likeness of me, the applicant. **See note 2 and 3 for details of the photographic requirements.**

If the applicant is under 18 years of age the following must be completed

- Parent**
- or**
- Guardian**

Signature:

Print name:

Date:

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PART F: Referee details. Please write in BLOCK CAPITALS

Referee for firearm and/or shotgun certificates.

Please give details of a suitable person who has agreed to act as a referee for you.

See notes 11 and 12

1. Title
2. Surname
3. Forename(s)
4. Date of birth
- a. Place of birth
5. Occupation
6. Home address
-
-Postcode
7. Home telephone number.....
- a. Work telephone number
- b. Mobile number
- c. Home e-mail
- d. Work e-mail.....
8. In what capacity do you know the referee?
9. How long has the referee known you?

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PART F: Referee details. Please write in BLOCK CAPITALS

A second referee is **ONLY** required for a firearm certificate. **See note 11**

Please give details of a suitable person who has agreed to act as a referee for you.

1. Title
2. Surname
3. Forename(s)
4. Date of birth
- a. Place of birth
5. Occupation
6. Home address
-
-Postcode
7. Home telephone number.....
- a. Work telephone number
- b. Mobile number
- c. Home e-mail
- d. Work e-mail.....
8. In what capacity do you know the referee?
9. How long has the referee known you?

COMPLETE FOR FIREARM APPLICATIONS ONLY

Applicant's name

Applicant's address

NOMINATED LAND

Name & address of land (inc postcode)

.....

Landowner's name

Landowner's telephone number (s)

Acreage of land

Calibres authorised to be used on the above land

.....

The use is for: vermin fox deer other (please state)

I confirm that the above named has permission to use the requested calibres of firearm over this land.

Signature of landowner Date

NOMINATED CLUB

Club name

Club Secretary's name

I confirm that the above named is a full member of this club; their membership expires on

Signature of Club Secretary Date

THIS FORM WILL ASSIST WITH YOUR APPLICATION BUT IS NOT MANDATORY

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PART G: Equality (please tick the appropriate boxes)

EQUALITY INFORMATION

1. I would prefer not to answer any of the following questions.

2. Do you have a disability?

- Yes No
 Prefer not to say

3. What is your ethnic group?

A. White

- English
 Welsh
 Scottish
 Northern Irish
 British
 Irish
 Gypsy or Irish Traveller
 Any other white background, write in:

B. Mixed/multiple ethnic groups:

- White and Black Caribbean
 White and Black African
 White and Asian
 Any other mixed/multiple ethnic background, write in:

C. Asian or Asian British

- Indian
 Pakistani
 Bangladeshi
 Chinese
 Any other Asian background, write in:

D. Black/African/Caribbean/Black British

- African
 Caribbean
 Any other Black/African/Caribbean background, write in:

E. Other ethnic group

- Arab
 Any other ethnic group, write in:

F. Prefer not to say

4. Gender

- Male Female
 Prefer not to say

5. What is your age group?

Age group	Tick
66 and above	<input type="checkbox"/>
61-65	<input type="checkbox"/>
56-60	<input type="checkbox"/>
51-55	<input type="checkbox"/>
46-50	<input type="checkbox"/>
41-45	<input type="checkbox"/>
36-40	<input type="checkbox"/>
31-35	<input type="checkbox"/>
26-30	<input type="checkbox"/>
21-25	<input type="checkbox"/>
18-20	<input type="checkbox"/>
Under 18	<input type="checkbox"/>

Prefer not to say