Send your completed application to:
Licensing & Regulation Division
GPO Box 2807
MELBOURNE 3001
Phone: 1300 651 645
Fax: (03) 9247 6485
Email: licensingregulation@police.vic.gov.au
Web: www.police.vic.gov.au

VICTORIA POLICE

Victorian Firearm Licence Application Form

Licence Categories: A Longarms or A & B Longarms Licence

Part 1 - Type of Application (All applicants must complete this part)

This is an application for ..... (Cross the relevant box(es) below)

	Category A	Duration		Category A&B	Duration
☐	Longarms Licence	5 Years	☐	Longarms Licence	5 Years

Part 2 - Personal Information (All applicants must complete this part)

Current Name

Family Name

First Given Name

Second Given Name

Third Given Name

Gender: ☐ Male ☐ Female

Date of Birth: / /

Previous Name

Have you ever changed your name? ☐ Yes ☐ No

If "yes" you **MUST** provide a **certified** copy of your change of name certificate or full birth certificate that includes the schedule of any name changes or a marriage certificate.

Residential Address

Property name *(if applicable)*

Flat / Unit Number / Street Number / Lot Number

Street Name

Street Type (RD, ST, AVE, etc)

*Please Note: If you reside interstate, you will only be eligible for a Victorian licence if your licence is for a work purpose in Victoria.

Town / Suburb State Postcode

Postal Address *(only complete this section if you want your licence forwarded to an address different to your residential address)*

Box / Bag / Street number

☐ GPO Box ☐ PO Box ☐ Locked Bag ☐ Private Bag ☐ RSD ☐ RMB

Street Name

Street Type (RD, ST, AVE, etc)

Town / Suburb State Postcode

Part 2 - Personal Information (continued)

Contact details & Driver's Licence (All applicants must complete, if applicable)

Telephone

(Home) (Work)

(Mobile)

Victorian Driver's Licence Number

E-mail Address *(indicate exact case)*

Part 3 - Storage Address

Storage Address

The instruction pages describe the storage requirements of Schedule 4 of the *Firearms Act* 1996.

Do you own or store firearms and ammunition? ☐ Yes ☐ No If you answered 'no' go to Part 4

Do your storage facilities comply with Schedule 4 requirements? ☐ Yes ☐ No If 'no' please explain .....

Are your firearms ordinarily stored at the residential address specified above? If your answer is "no", please specify the ordinary storage address below. ☐ Yes ☐ No .....

.....

Please Note: If you have multiple firearms with multiple ordinary storage addresses, you must specify the ordinary storage address for <u>each</u> firearm and attach the information to this application.

Storage Address (Please staple additional storage address details to the back of this application if applicable.)

Name of property Owner / Occupier:

Property name *(if applicable)*

Flat / Unit Number / Street Number / Lot Number

Street Name

Street Type (RD, ST, AVE, etc)

Town / Suburb State Postcode

Attach Medical Report here if applicable

Attach longarms safety course certificate here

(All new applicants must attend a longarms safety course)

Part 4 - Medical History (All applicants must complete this part)

Have you in the past 5 years been treated for:

Mental health concerns including depression, stress or emotional problems?	☐ Yes	☐ No
Alcohol or drug related problems?	☐ Yes	☐ No
Neurological conditions including stroke and brain injury?	☐ Yes	☐ No
A physical disability, or any other medical condition which could impact on a person's ability to safely possess and carry firearms?	☐ Yes	☐ No

If you answer "yes" to any of the above, you must obtain a medical report from a doctor who treated you, or is familiar with your condition, outlining your suitability to hold a firearm licence and possess firearms. (*refer to instruction pages*)

Part 5 - Previous History (All applicants must complete **the first three sections** for this part)

Section 1: Offences

Have you ever been found guilty of, or do you have charges pending for, **any** offence in Australia or Overseas? ☐ Yes ☐ No

If you answered "yes", which State and Country?

State | Country

Section 2: Licence Refusal / Cancellations

Have you ever been refused a licence or permit for a firearm? ☐ Yes ☐ No If "yes" indicate the year

Have you ever had a licence or permit for a firearm cancelled? ☐ Yes ☐ No If "yes" indicate the year

Section 3: Family Violence Intervention Order

Have you ever been subject to a full Intervention Order? ☐ Yes ☐ No If you answered "no" go to Part 6

If you answered "yes", have you applied successfully to a court to be deemed not to be a Prohibited Person? ☐ Yes ☐ No

Section 4: Application to be deemed not to be a Prohibited Person

If you have made an application to be deemed not to be a Prohibited Person in either Section 1 or 3, indicate the court and date of your application.

Court | Date

Part 6 - Firearms Safety Course (All new applicants must provide a copy of a safety course certificate)

Have you attended a Longarms Safety Course in the last 12 months? ☐ Yes ☐ No

See instructions pages Part 6.

Attach: 100 points of certified identification documents here
(unless you hold a Victorian Firearms, Security or Weapons licence/approval)

Part 7 - Identification Reference

Have you previously held an Interstate Firearms Licence? ☐ Yes ☐ No

If you answered "yes", please indicate: State _____ Licence Number _____

Do you hold a current Victorian Firearm Licence, security licence or Chief Commissioner of Police Weapon Approval? ☐ Yes ☐ No

If you answered "yes", please indicate the licence/approval number: _____

You do not have to provide any further information for Part 7 – Go to Part 8.

If you answer "no" **you must provide 100 points of Certified Identification Documents (signed by your Referee)**, being one form of primary identification and one or more forms of secondary identification documents. ***(See Instruction Pages Part 7)*** and arrange for the below Declaration by Referee to be completed.

Declaration by Referee and Signature by Applicant

I, the Referee, declare that I have known *(insert full name of **applicant**)* _____

by that name for a period of _____ *(years)* and _____ *(months)* and vouch for his/her identity.

Applicant to sign in the presence of an Acceptable Referee and indicate the type of Identification Documents being provided.

Applicant's Signature _____ **Date** / /

Identification Documents _____

I am providing the following Certified Identification Documents (one of which must be primary identification)
(*insert document description(s) from instruction pages*)

I, the Referee, also certify that the above details are true and correct, the applicant's signature above was completed in my presence, and the Identification Documents I have signed are a true copy of the original. I am aware that it is an offence under the *Firearms Act* 1996 to knowingly or recklessly make a statement in support of the application of another person under this Act which is false or misleading in any material particular (maximum penalty 240 penalty units or 4 years imprisonment).

Referee's Signature _____ **Date** / /

Referee's Personal Details

Family name _____ Given name/s _____

Address _____

Type of authority _____ *(insert your Authority - see Instruction Pages)*

Telephone: *(Home)* _____ *(Business)* _____ *(Mobile)* _____

Certified copies (signed by the Referee) of your Identification documents must be attached to this application.

Please note: Your referee must not be related to you by birth or marriage, or be your defacto partner and must have known you for at least 12 months.

Attach genuine reason evidence here

Part 8 - Genuine Reasons

The *Firearms Act* 1996 requires you to have a genuine reason to obtain a Firearm Licence.

Cross the box(es) in the left column for the reason, or reasons, you are applying for, and provide the documents listed in the right hand column for each reason you tick

Genuine Reason (any one or more reasons)	**Information and Documents you must provide**
☐ **1. Sport / Target Shooting** any type, on approved ranges	(Name of club/organisation) (Branch) (Date joined) / / Membership Number Expiry Date / / **AND** Copy of current membership card **OR** Club or organisation's statement of endorsement.
☐ **2. Hunting** **Refer to the instruction pages for further information on evidence for Hunting**	1. Evidence of your continual ownership (ie: your most recent Rates Notice), occupancy or management of land on which you intend to hunt. This must include the property size and be no more than 12 months old. **OR** 2. Victorian Membership of a shooting club or organisation that is approved for the activity of hunting is sufficient evidence for the reason of hunting. Membership **must be current** at the time of application and **you must maintain your club membership for the duration of your firearm licence**. **OR** 3. Written permission from either the owner or manager of land upon which you intend to hunt. (Letter must contain your name and address, the size and location of the owners property, the owners full name and contact details and must be signed and dated by the owner.) This must be a new letter (no more than 12 months old), not a copy of a letter previously provided. **If providing evidence for either 1 or 3, please complete the following:** Property Size (Hectares) **OR** 4. Copy of current Victorian Game Licence. **OR** 5. Written evidence of formal hunting contracts. **OR** 6. Original copy (issued in the last 12 months) of your Registration of Interest in hunting pest animals on Crown Land from Department of Environment, Land, Water & Planning (DELWP)
☐ **3. Primary Production** **(<u>either</u>** (i) or (ii)**)** i) Indicate if you are the: ☐ Owner Or ☐ Lessee / Share Farmer **OR** ii) If NOT an owner or lessee, you must demonstrate that you are regularly engaged in primary production as a: ☐ Manager Or ☐ Employee **Refer to the instruction pages for further Information**	1. Property Location **AND** 2. Property size (Hectares) **AND** 3. Total hours per week spent on primary production activities **AND** 4. Australian Business Number (ABN) **AND** 5. Type of Primary Production business conducted on property **AND** 6. Copy of a recent land rates notice (last 12 months) **OR** 7. **If a Manager or Employee**: Provide written evidence from the Primary Producer of your employment, including his/her documents and information specified at (1 to 5) above.

Part 8 - Genuine Reasons (continued)

The *Firearms Act* 1996 requires you to have a genuine reason to obtain a Firearm Licence.

Cross the box(es) in the left column for the reason, or reasons, you are applying for, and provide the documents listed in the right hand column for each reason you tick

Genuine Reason (any one or more reasons)	**Information and Documents you must provide**
☐ **4. Security Guard** **PLEASE NOTE:** You must be the holder of a Private Security licence for the Subactivities of Cash In Transit or Armed Guard.	1. Private Security Licence Number ☐☐☐☐☐☐☐☐☐☐ Expiry Date ☐☐ / ☐☐ / ☐☐☐☐ **AND** 2. Provide a letter of endorsement from your employer (Letter must: be on company letterhead, state hours worked, detail duties performed, state that duties require employee to be armed, be signed and dated by Nominee). **AND** 3. Copy of your Security Industry Firearms Safety Training Qualification **(No more than 12 months old)** 3. Name and address of employer: ☐ ☐ **If self employed:** Provide copies of contracts including (1) and (3) above.
☐ **5. Prison Guard**	1. Provide a letter of endorsement from your employer (Letter must: be on company letterhead, state hours worked, detail duties performed, state that duties require employee to be armed, be signed and dated by Nominee). **AND** 2. Copy of your Prison Industry Firearms Safety Training Qualification. **(No more than 12 months old)** 3. Name and address of employer: ☐ ☐
☐ **6. Firearm Safety Instructor - Security Industry / Prison Guard**	Copy of Chief Commissioner's approved Security Industry / Prison Guard Firearms Accreditation Certificate.
☐ **7. Official / Commercial / Prescribed purpose or purpose authorized by an Act or regulations**	Provide sufficient information and documentation to support the genuine official, commercial or prescribed purpose relating to your application.

Part 9 - Confirmation of Currently Owned Firearms

Do you currently own firearms? ☐ Yes ☐ No If you answer "no" go to part 10.

If you answered "Yes" please specify **all** of the firearms you currently own under each firearm licence OR if provided, update and sign your Firearm Registration Certificate and return it with this application (use the codes shown in Part 9 of the Instruction Pages to classify your firearms.)

If you have more than four firearms, please photocopy this page and attach it to your application. **Cross if copy attached.** ☐

Make

Model

Calibre 1 Calibre 2

Calibre 3 Serial Number

Category Type Action Configuration Magazine/Firearm Capacity

Make

Model

Calibre 1 Calibre 2

Calibre 3 Serial Number

Category Type Action Configuration Magazine/Firearm Capacity

Make

Model

Calibre 1 Calibre 2

Calibre 3 Serial Number

Category Type Action Configuration Magazine/Firearm Capacity

Make

Model

Calibre 1 Calibre 2

Calibre 3 Serial Number

Category Type Action Configuration Magazine/Firearm Capacity

Part 10 - Acknowledgement (All applicants must complete this Part)

I acknowledge that the particulars in this application and any attachments are true and correct and I make this acknowledgment knowing that it is an offence against section 140A(1) of the *Firearms Act* 1996 to wilfully supply details that are false or misleading (maximum penalty 240 penalty units or 4 years imprisonment).

Signature _____ **Date** / /

Privacy Statement: The information collected in this application is being collected by Victoria Police. It will be used in accordance with the provisions of the *Firearms Act* 1996, *Private Security Act* 2004, *Control of Weapons Act* 1990 and the *Privacy and Data Protection Act* 2014. Your information may be disclosed to employers, approved bodies and other statutory authorities for law enforcement purposes and the administration of justice. You can access your information by applying to the Victoria Police Freedom of Information Unit.

Health Privacy Statement: The health information collected in this application is being collected by Victoria Police. Contact details can be found on the front of this form. The health information collected will be used in accordance with the provisions of the *Firearms Act* 1996, *Private Security Act* 2004, *Control of Weapons Act* 1990 and the *Health Records Act* 2001, and is required to be collected under the *Firearms Act* 1996. Your health information may be disclosed to approved bodies and/or statutory authorities for purposes related to the administration of the above Acts, for the purpose of law enforcement or, if necessary, for the establishment, exercise or defence of a legal or equitable claim. Applicants are able to gain access to their health information through application to the Victoria Police Freedom of Information Unit. Failure to provide the health information requested in this application may result in this application being refused or delayed.

IMPORTANT CHECKLIST

Before you mail this application to Licensing & Regulation Division **MAKE SURE THAT YOU:**

- ☐ **READ** all the explanatory notes.
- ☐ Answer **ALL** the questions that apply to you.
- ☐ If applicable, **PROVIDE** a copy of the safety course certificate (Part 6).
- ☐ If applicable, **PROVIDE** a certified copy of your identification document(s) and make sure that your referee has signed Part 7.
- ☐ Include **ALL** Documentary Evidence for each Genuine Reason for your licence application (Part 8).
- ☐ Attach **ALL** supporting documentation.
- ☐ If applicable, list **ALL** your currently owned firearms (Part 9).
- ☐ Complete Part 10 - Acknowledgement.

Send your application to: Licensing & Regulation Division, GPO Box 2807, MELBOURNE VIC 3001.

If you do not complete all the above steps, this may **DELAY** the processing of your application.

If you need information on any aspect of this application form, please contact Licensing & Regulation Division on 1300 651 645.

Please Note: The *Firearms Act* 1996 states that any changes to your address or information detailed on your licence must be notified **in writing** to Licensing & Regulation Division **within 14 days** after the change occurs (maximum penalty 30 penalty units).

Instruction Pages for Firearm Licence Application

Licence Categories: A Longarms, A & B Longarms

The information contained in your application is treated as Strictly Confidential

General Instructions for the Completion of Your Firearm Licence Application Form

How to use these instruction pages

This form is only to be used for New Category A or A & B Longarm Licence applicants and those wanting to renew their existing licence in advance of 8 weeks of their licence expiry.

There are **10 Parts** in the firearms licence application form. **You may not have to complete all parts**. These instruction pages help you decide whether you have to fill out each part, and how to fill out the parts that apply to you.

- The form is to be completed in black or blue pen **only**.
- Attach copies of supporting documents securely to your Application and forward to Licensing & Regulation Division, GPO Box 2807 Melbourne 3001.
- Contact Licensing & Regulation Division if you have any queries on telephone number 1300 651 645 or: by e-mail at licensingregulation@police.vic.gov.au

Online Resources: http://www.police.vic.gov.au

Do not send: original identification documents, cash, cheques or money orders.

High quality copies of documents must be provided. If documents are not clear your application will be returned for corrective action.

This includes:

- **Passports in particular the photograph of holder**
- **Drivers Licences in particular the photograph of holder**
- **Any other acceptable Identification Documents in particular those with a photograph**
- **Credit cards**
- **Medicare cards**
- **Membership cards of Shooting Clubs or Organisations**
- **Gaming Licences**

Under no circumstances should liquid paper be used on application forms or other documents

Entering Information

All dates must be entered in the format DD/MM/YYYY. For example:

1	4		0	6		1	9	9	7

Please print in capital letters and avoid contact with the edge of the box. The boxes on the right are a **good example** of how to fill in the boxes.

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

The example on the right has been filled in incorrectly. Printing touches or crosses the lines of the boxes. Printing like this will result in application processing delays.

B	L	U	E

When you are asked to make a choice, select boxes like this: ☒ Yes ☐ No

Not like this: ☐ Yes ☑ No

Waiting Periods for Licences

New Firearms Licences cannot be issued until 28 days after Licensing & Regulation Division receives the application.

No waiting period applies for a licence renewal providing the application is submitted prior to the expiry of the old licence. The application will be processed as soon as possible.

Fingerprints

Fingerprints are not required for Category A Longarm Licence **OR** Category A/B Longarm Licence.

Part 1 - Type Of Application (All applicants must complete this Part)

The Licence Category you are applying for is dependent on the type of firearms that you own, propose to acquire or use. Select the Licence Category from the Firearms list below:

Licence Categories	Firearm Types Applicable to this Application Form
A	Airguns; rimfire rifles (includes pump action not semi-automatic) shotguns (not semi-automatic or pump action); any combination of a shotgun and rimfire rifle; muzzle loading shotguns.
B	Muzzle loading firearms (except shotguns); centre fire rifles (includes pump action not automatic or semi-automatic); any combination of shotgun and centre fire rifle; black powder ball firing cannon. (Category B licence automatically allows you to use Category A firearms).
	Firearm Types Not Applicable to this Application Form
C	Semi automatic rimfire rifles (magazine capacity no more than 10 rounds); semi-automatic shotguns (magazine capacity not more than 5 rounds); pump action shotguns (magazine capacity not more than 5 rounds); tranquilliser guns.
D	Semi-automatic rimfire rifles (magazine capacity of more than 10 rounds); semi-automatic shotguns (magazine capacity of more than 5 rounds); pump action shotguns (magazine capacity of more than 5 rounds); semi-automatic centre fire rifles.
E	Machine guns, tear gas guns or projectors; shotguns or rifles with a length of less than 75 cm measured parallel to the barrel; cannons (which are not black powder ball firing); mortars; bazookas; rocket propelled grenades, large calibre military firearms designed to fire an explosive or projectile.
Junior	A Junior licence holder cannot own firearms, but can use A, B or C longarms (being shotguns) or General Category Handguns under supervision of an appropriate firearms licence holder.

How to Complete Part 1

Cross the box(es) relating to the licence category(s) that you want.

Part 2 - Personal Information (All applicants must complete this Part)

How to Complete Part 2

Provide your current personal details in the boxes provided. Make sure to leave a space between words. Cross the appropriate box to indicate if you are male or female.

If you have ever changed your name, you must provide a **certified** copy of your change of name certificate or full birth certificate that includes the schedule of any name changes or a marriage certificate.

You must provide your e-mail address, Victorian Driver's Licence number and contact telephone details to enable Licensing & Regulation Division to contact you if a problem is encountered in the processing of your application. When providing your e-mail address, make sure you indicate the exact case.

Part 3 - Firearm Storage (All applicants must complete this Part)

The *Firearms Act* 1996 (Schedule 4) provides for new storage standards for firearms and ammunition. The following is a brief summary of the storage requirements which you must be able to satisfy.

Category A and B requirements

- Hard wood or steel container – not easy to penetrate
- If the container weighs less than 150kg when empty, it must be securely fixed to the floor or wall frame.
- When a firearm is in the container, the container MUST be locked with a lock of sturdy construction.
- The premises must have 'intruder alarm system' if more than 15 firearms are stored on the premises.

  'Intruder alarm system' means an alarm system which is installed, maintained and operated in accordance with Australian Standard 2201.1:2007 (as amended from time to time) and which, in the event of an intrusion, activates an audible alarm warning device and an external visible alarm warning light.
- Ammunition must be stored in a separate locked container (not with the firearm) unless the receptacle is purpose built to store ammunition separately from the firearms.

NOTE: Your storage arrangements may be inspected at any reasonable time to ensure compliance with the *Fireams Act* 1996.

Part 4 - Medical History (All applicants must complete this Part)

If you answer "yes" to any question, you must supply a medical report regarding your suitability to hold a firearms licence, stating that you are a fit and proper person to be in possession of firearms and/or a firearms licence and that you pose no threat to yourself or the community.

Part 5 - Previous History (All applicants must complete each section of this Part)

How to Complete Part 5

Simply cross "yes" or "no" in response to each question, and supply the additional information requested, if it applies to you.

Offences "Charges Pending" means formally charged with an offence which is currently awaiting a court appearance. In relation to "Found Guilty", it does not matter how long ago you were found guilty or what penalty was imposed. If you answer "yes", indicate the State and/or Country.

Family Violence Intervention Order If you have been subject to a full (not interim) Intervention Order, you are required to indicate the year that you were subject to the order. You also have a right to apply to a court to be deemed not to be a Prohibited Person. Indicate if you have done this. Attach the Certified Court Extract if you were subsequently deemed not to be a Prohibited Person.

Part 6 - Firearms Safety Course

You are required to complete a Firearm Safety Course if:

- This is a new Firearm application (you have not previously held a firearm licence in Victoria).
- You held a previous Firearms licence and it has been expired more than 12 months.
- If your licence was cancelled.

The Firearm Safety Course Certificate must be submitted with your application.

(**Note:** Certificates will not be accepted if more than 12 months old.)

For Firearm Safety Course information, visit www.police.vic.gov.au/Firearms under Firearm Licence Applications.

Part 7 - Identification Reference

How to Complete Part 7

If this is your first Firearms Licence Application you must provide proof of your identification.

To prove your identity you are required to provide 100 points of identification. This must be a certified copy of one Primary identification document **and** certified copies of one or more Secondary identification document(s) equal to, or more than 100 points from the list below.

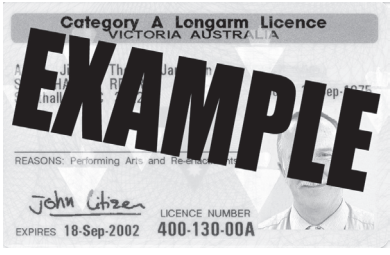
One of the identification documents must also include your current residential address.

*** Primary Identification (only one allowed)**	*Points*
Full Birth Certificate (Change of name certificate if applicable)	70
Current passport	70
Passport which has not been cancelled and was current within preceding 2 years	70
Citizenship Certificates	70
Diplomatic documents and official documents issued to refugees	70
*** Secondary Identification**	
Identification Card issued by a Tertiary education institution.	40
Authorised Deposit Taking institutions (customer of at least 12 months) ie. bank, building societies, credit unions, or registered corporations	40
Letter from Acceptable Referee (see next page) who has known person for at least 12 months	40
Public Service ID	40
Any licence issued under law (ie. Driver licence)	40
Social Security Card	40

*** Secondary Identification *continued***	*Points*
Mortgage Documents	35
Land Titles Office	35
Letter from Employer (within last 2 years) confirming name & address	35
Rates Notice	35
Credit Card (only one from the same institution)	25
Medicare Card	25
Telephone Account	25
Electoral Roll complied by Australian Electoral Office	
Letter from Acceptable Referee (see below - Acceptable Referee does not have to have known the person for 12 months or more)	25
Records of a Public Utility ie. Gas, electricity, water, etc.	25
Statement from a primary, secondary, or tertiary education institution that person attended in the last 10 years	25
Records from a professional or trade association (club, school, union or trade/professional body)	25

Note: Identification documents / photographs MUST be readable

This is an example of a Secondary identification document that has been certified:



I certify that the document presented for certification is a true copy of the original.

John Citizen 01/01/03
01/01/03
ACCOUNTANT
PH: 9111 1111

Identifying Referee

You need to ask one of the persons from the following list to be your Referee. The **Referee must not be related to you by birth or marriage and must have known you for at least 12 months.**

Part 7– Identification Reference *continued* – List of Acceptable Referees

The following people can act as referees for Part 7

The Referee **must** have known you for at least 12 months.

A member of • the Institute of Chartered Accountants in Australia, • the Australian Society of Certified Practising Accountants, or • the National Institute of Accountants.	A member of a municipal, city, town, district or shire council of a State or Territory.	An employee of a financial institution who is authorised by the financial institution to open accounts with the institution.
An agent of a financial institution who is authorised by the financial institution to open accounts with the institution.	A full time employee of • a financial institution; or • a corporation that is a registered corporation within the meaning of the *Financial Corporation Act 1974;* who has been employed continuously for at least 5 years by one or more financial bodies.	An employee of a bank carrying on a business outside Australia • that does not have an authority under Section 9 of the *Banking Act 1959*; and • that is engaged in a transaction with a cash dealer; who is authorised by the bank to open accounts with the bank.
A full-time employee of a company carrying on insurance business who has been employed continuously for at least 5 years by one or more companies of that type.	A legal practitioner of a Federal, State or Territory Court.	A registrar, clerk, sheriff or bailiff of a Federal, State or Territory Court
An officer within the meaning of the *Defence Act 1903.*	An individual registered or licensed as • a dentist, • a medical practitioner, • a pharmacist, or • a veterinary surgeon, under a law of a State or Territory providing for that registration or licensing.	An individual who is employed and registered as a nurse under the law of a State or Territory providing for that registration.
A diplomatic or consular officer of an Australian Embassy, High Commission or Consulate, in Australia or overseas.	A holder of an office established by a law of the Commonwealth, a State or Territory in respect of which annual salary is payable.	A judge or master of a Federal, State or Territory Court.
A stipendiary magistrate of the Commonwealth or of a State or Territory.	A justice of the peace of a State or Territory.	A member of the Federal Parliament or a State Parliament.
A member of the Legislative Assembly of the Australian Capital Territory, the Northern Territory or Norfolk Island.	A minister of religion who is registered as a marriage celebrant.	A notary public.
A member of the Australian Federal Police, or of the police force of a State or Territory, who in the normal course of his or her duties, is in charge of a police station.	A member of the Australian Federal Police, or of the police of a State or Territory, of or above the rank of sergeant.	A manager of a post office.
An individual employed as an officer or employee by one or more of the following: • the Commonwealth, a State or Territory; • an authority of the Commonwealth, a State or Territory; or • a local government body of a State or Territory; who has been so employed continuously for a period of at least 5 years, whether or not the individual was employed for part of that period as an officer and for part as an employee.	An individual employed as a full-time teacher or as a principal at one or more of the following educational institutions: • a primary or secondary school forming part of the education system in a State or Territory; or • an institution listed in section 4 or paragraphs 34(4)(b)-(j) (inclusive) of the *Higher Education Funding Act 1988;* who has been so employed continuously for a period of at least 5 years.	An individual who, in relation to an Aboriginal community • is recognised by the members of the community to be a community elder; or • if there is an elected Aboriginal council that represents the community – is an elected member of the council.
An individual who is an agent of a totalisator agency board if • the individual conducts an agency of the totalisator agency board at particular premises; and • the agency is not ancillary to any other business conducted at those premises.	A Commissioner for oaths of a State or Territory.	An individual who is registered as a tax agent under part VIIA of the *Income Tax Assessment Act 1936.*
A member of the Chartered Institute of Company Secretaries in Australia Limited.	A member or fellow of the Association of Taxation and Management Accountants.	A member of the Institution of Engineers Australia, other than a member with the grade of student.
A fellow member of the National Tax and Accountants' Association Limited.		

You must ask the Acceptable Referee to

a) sign the copy of the identification documents that you are providing in order to indicate that it is a true copy of the original as demonstrated on the previous page; and

b) complete all required parts of the "Declaration by Referee" section in Part 7 of the application form as instructed on the form. Please note that this includes witnessing you (the applicant) signing the application in their presence.

Make sure you include the signed identification documents with your application by stapling them to the back of the application.

Part 8 - Genuine Reasons

The *Firearms Act* 1996 requires you to have a genuine reason to have a firearm(s) licence.

How to complete Part 8

1. In the section that applies to you, indicate each genuine reason why you require the licence by putting a cross in the box immediately to the left of the genuine reasons listed.
2. Make sure that you supply the corresponding documents and information indicated in the right hand column.

Note: You can indicate more than one genuine reason for your application, however the information and documents listed in the right hand column **must be provided for each genuine reason**.

Memberships

- Club membership, Registration documents, Game Licence, etc, provided **MUST BE CURRENT** at the time of receipt. You must maintain your club membership and currency of your Game Licence for the duration of your firearms licence, or your licence may be cancelled.

Hunting

- If you wish to use **Hunting** as a genuine reason, you are required to provide one of the following documents:

  - Your current rates notice (not more than 12 months old). You must include the size of the property. Note: The rates notice must include your name. If the rates notice is recorded in a name other than your own, you must provide written permission as listed below.
    OR
  - Written permission from the owner or manager of land upon which you intend to hunt. This letter must contain your name and address, the size and location of the property, the owner or manager's full name and contact details. The letter must be signed and dated (not more than 12 months old) by the owner or manager.
    OR
  - Copy of a current Victorian Game Licence issued by the Department of Environment, Land, Water & Planning (DELWP).
    OR
  - Alternatively, you must produce a new, original copy of your Registration of Interest in hunting pest animals on Crown land from the Department of Environment, Land, Water & Planning (DELWP).
    For more information contact the Department of Environment, Land, Water & Planning (DELWP) Hotline 136 186.
    OR
  - Victorian Membership of a shooting club or organisation that is approved for the activity of hunting is sufficient evidence for the reason of hunting. Membership **must be current** at the time of application and **you must maintain your club membership for the duration of your firearm licence**.

Primary Production

- If you wish to use **Primary Production** as a genuine reason, you must **provide evidence** that you are regularly engaged (1-19 hours per week) in this activity as an owner, lessee or "share farmer" by providing the following:
  1. Copy of your most recent rates notice (within the last 12 months), relating to the primary production property, **and**
  2. Your Australian Business Number (ABN), relating to the primary production business, **or**
  3. A letter from a tax agent (accountant not solicitor) declaring that you are carrying on the business of primary production in accordance with the Australian Tax Office assessment criteria, **or**
  4. Provide a copy of your last income tax assessment where you demonstrated that you are carrying on the business of primary production in accordance with the Australian Tax Office assessment criteria*, **and**
  5. The type of Primary Production business conducted on the property.
  6. The size of the property where primary production activities are conducted.

**This form details applicants' net income (gross business income less business deduction) for both primary production and non-primary production business income.*

- If you are **either the Manager or Employee** of a Primary Producer, then you must:

  1. **Provide a letter** from your employer outlining that you are regularly engaged or employed in the business of Primary Production, and

- If you wish to apply for **Primary Production** and another genuine reason, then you must provide information and documents for each genuine reason. You **will be** charged a fee for the licence.

- The genuine reason of 'Primary Producer' authorises you to carry and use your firearms for the reason specified in your licence on the land of another primary producer, hunt pest animals on Crown land and shoot at an approved shooting range. No extra fee is payable.

An Official / Commercial / Prescribed Purpose

- If you wish to use an **Official / Commercial / Prescribed Purpose** as a genuine reason for a licence, then you must provide sufficient documentary evidence, such as a letter from an employer, Business Registration Certificate, etc, to enable Licensing & Regulation Division to determine your genuine reason.

Please Note: You must notify Licensing & Regulation Division in writing of any change to the reason for issue of your licence within 7 days of becoming aware of the change.

Part 9 - Confirmation of Currently Owned Firearms

You must indicate if you currently own firearms. If you answer "yes" you must supply full details of all currently owned firearms under each firearms licence. Or, if provided, update the 'Firearms Ownership' list and return the list with this application.
If you previously provided these details in a permit application since the 13th July 1998 or a licence renewal application since the 1st January 1999, you do not have to complete this part. If this applies to you, cross the "yes" box and go to Part 10.
Firearm details:

- For combination and multi barrel firearms with more than one calibre, please specify each calibre and the firearm capacity.
- A correct serial number appropriate to the make and model of the firearm, must be supplied. (Take care to avoid part numbers or product numbers on grips etc. INVALID NUMBERS WILL DELAY YOUR APPLICATION. If in doubt, seek assistance from an authorised firearms identifier (most Licensed Firearms Dealers)).
- If the firearm has a magazine, record the capacity of the largest magazine for that firearm in your possession. If the firearm has no magazine, this is the firearm capacity.

Example of correctly completed form:

Make: BROWNING

Model: B25

Calibre 1: 12 GAUGE

Calibre 2:

Calibre 3:

Serial Number: 150-1234

Category: A

Type: SH

Action: BO

Configuration: UO

Magazine Capacity: 02

Please use the codes shown in the tables below to classify your firearm

Firearm TYPE Codes	
Code	Description
AR	Air Rifle
BL	Breech Loading
CA	Cannon
CC	Combination (Centrefire Cat B)
CF	Centre Fire Rifle
CR	Combination (Rimfire Cat A)
DR	Drilling (3 Barrel)
HP	Handgun
HQ	Antique Handgun
HU	Humane Killer
MA	Machine Gun
ML	Muzzle Loading
MO	Mortar
NF	Needle Fire
PB	Paintball Marker
PW	Powerhead
RF	RimFire Rifle
RL	Rocket Launcher
SH	Shotgun
TR	Tranquilliser Gun
VR	Vierling

Firearm Configuration Codes	
Code	Description
DB	Double Barrel - Side by Side
MX	Matchlock
MB	Multi Barrel
RV	Revolver
SA	Semi-Automatic
SB	Single Barrel
TF	Teat Fire
UO	Under and Over

Firearm ACTION Codes	
Code	Description
AR	Air
AU	Automatic
BA	Bolt Action
BF	Blank Fire
BM	Modified Break Open
BO	Break Open
CH	Combination (Handgun) Category H
FB	Falling Block
FL	Flintlock
FP	Flare Pistol
HL	Hammer Lock
LA	Lever Action
MH	Martini Henry
MO	Mortar
MX	Matchlock
MZ	Muzzle Loading
PA	Pump Action
PH	Powerhead
PM	Modified Pump Action
PN	Percussion
RB	Rolling Breech
RO	Rocket Launcher
RV	Revolver
RX	Rolling Block
SA	Semi-Automatic
SB	Sliding Breech
SC	Screw Breech
SN	Sneider
SP	Starting Pistol
SW	Swivel Breech
TD	Trap Door
TF	Teat Fire

Part 10 - Acknowledgement

You must read, sign and date the Acknowledgement.