



VICTORIA POLICE

# Application for a Permit to Acquire a Longarm

Read instruction pages carefully before completing application form.

## Part 1 - Category of Licence

(All applicants must complete this part)

Specify the Firearm Licence Number that the firearm(s) will be acquired and registered under.

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(Licence Number)

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

### Current Name

Family Name

First Given Name

Second Given Name  Sex:  Male  Female

Third Given Name  Date of Birth:  /  /

### Previous Name

Have you changed your name?  Yes  No If "yes", refer to instructions.

### Body Corporate and/or Business Name (if applicable)

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### Residential or Business/Body Corporate Address

Property name (if applicable):

Flat / Lot etc...  Street Number  Lot Number

Street Name  Street Type (RD, ST, AVE, etc)

Town / Suburb  State  Postcode

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

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) (All applicants must complete this part)

### Contact details (All applicants must complete, if applicable)

Telephone

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(Home)

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(Mobile)

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(Work - Optional)

E-mail Address (indicate exact case)


## Part 3 - Storage Address (All applicants to complete this part)

### Storage Address

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

Does your storage facilities comply with Schedule 4 requirements?

(For storage requirements, see Part 3 of instruction pages)

Yes

No

If 'no' please explain: .....

Will the firearm/s you propose to purchase be 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 are applying for multiple firearms and these firearms are to be stored at multiple locations, you must specify the ordinary storage address for each firearm and attach the information to this application.

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

Name of property Owner / Occupier:

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Property name (if applicable):

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Flat / Lot etc...

Street Number

Lot Number

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Street Name

Street Type  
(RD, ST, AVE, etc)

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Town / Suburb

State

Postcode

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### Heirlooms Licences

Your application must include a certificate of deactivation from a Licensed Firearm Dealer that the proposed firearm has been **rendered permanently inoperable** in accordance with the *Firearms Act* 1996, Schedule 2.

## Firearms to be Acquired from a Deceased Estate

If Longarm(s) are being acquired from a deceased estate, a letter from the Executor of the Will is required specifying:

- name, address and firearms licence number of deceased person;
- date of death of deceased person;
- name and firearm licence number of the firearm licence holder for whom the Longarm(s) have been left to as specified in the deceased's Will;
- details of all the Longarm(s) to be acquired by the firearm licence holder as specified in the deceased's Will; and
- contact details (phone numbers and address) of the Executor of the Will.

**NOTE:** Making a false declaration/statement is an offence against Section 140A(1) of the *Firearms Act* 1996. Maximum penalty 240 penalty units or 4 years imprisonment.

# Part 4 - Longarm(s) to be acquired (All applicants to complete this part)

## Firearm 1

Firearm Category	<input type="text"/>	Firearm Type	<input type="text"/>	Firearm Action	<input type="text"/>	Firearm Configuration	<input type="text"/>	Magazine/ Firearm Capacity	<input type="text"/>
Make	<input type="text"/>								
Model	<input type="text"/>								
You must indicate full <b>calibre</b> details eg. 223REM, 303BRITISH.									
Calibre 1	<input type="text"/>				Calibre 2	<input type="text"/>			
Calibre 3	<input type="text"/>				Serial Number (optional)	<input type="text"/>			
								Police Reference Number (optional)	<input type="text"/>

### Genuine Need/Reason for this Firearm -

You must explain a genuine need/reason (**except Category A**) for the firearm you are applying to acquire:

- Firearms collectors, please explain how this firearm fits the theme of your collection:
- If the firearm is to be used for an official purpose, you are required to supply further documentation – eg. An authority to Control Wildlife issued by the Department of Sustainability and Environment.

Please tick the box if the firearm to be acquired is being imported from overseas:

### Firearm Collectors

If you are acquiring a firearm for the purpose of collecting, you must provide your membership details below.

What is the theme of your collection? {Cross the appropriate box(es)}:

- Commemorative     Historical     Thematic

<input type="text"/>	<input type="text"/>	<input type="text"/>
(Name of Firearm Collectors Organisation)	(Membership Number)	(Expiry Date)

## Firearm 2

Firearm Category	<input type="text"/>	Firearm Type	<input type="text"/>	Firearm Action	<input type="text"/>	Firearm Configuration	<input type="text"/>	Magazine/ Firearm Capacity	<input type="text"/>
Make	<input type="text"/>								
Model	<input type="text"/>								
You must indicate full <b>calibre</b> details eg. 223REM, 303BRITISH.									
Calibre 1	<input type="text"/>				Calibre 2	<input type="text"/>			
Calibre 3	<input type="text"/>				Serial Number (optional)	<input type="text"/>			
								Police Reference Number (optional)	<input type="text"/>

### Genuine Need/Reason for this Firearm -

You must explain a genuine need/reason (**except Category A**) for the firearm you are applying to acquire:

- Firearms collectors, please explain how this firearm fits the theme of your collection:
- If the firearm is to be used for an official purpose, you are required to supply further documentation – eg. An authority to Control Wildlife issued by the Department of Sustainability and Environment.

Please tick the box if the firearm to be acquired is being imported from overseas:

### Firearm Collectors

If you are acquiring a firearm for the purpose of collecting, you must provide your membership details below.

What is the theme of your collection? {Cross the appropriate box(es)}:

- Commemorative     Historical     Thematic

<input type="text"/>	<input type="text"/>	<input type="text"/>
(Name of Firearm Collectors Organisation)	(Membership Number)	(Expiry Date)

## Part 4 - Longarm(s) to be acquired (continued) (All applicants to complete this part)

### Firearm 3

Firearm Category	<input type="text"/>	Firearm Type	<input type="text"/>	Firearm Action	<input type="text"/>	Firearm Configuration	<input type="text"/>	Magazine/ Firearm Capacity	<input type="text"/>
Make	<input type="text"/>								
Model	<input type="text"/>								
You must indicate full <b>calibre</b> details eg. 223REM, 303BRITISH.									
Calibre 1	<input type="text"/>				Calibre 2	<input type="text"/>			
Calibre 3	<input type="text"/>				Serial Number (optional)	<input type="text"/>			
								Police Reference Number (optional)	<input type="text"/>

### Genuine Need/Reason for this Firearm -

You must explain a genuine need/reason (**except Category A**) for the firearm you are applying to acquire:

- Firearms collectors, please explain how this firearm fits the theme of your collection:
- If the firearm is to be used for an official purpose, you are required to supply further documentation – eg. An authority to Control Wildlife issued by the Department of Sustainability and Environment.

Please tick the box if the firearm to be acquired is being imported from overseas:

### Firearm Collectors

If you are acquiring a firearm for the purpose of collecting, you must provide your membership details below.

What is the theme of your collection? {Cross the appropriate box(es)}:

- Commemorative     Historical     Thematic

<input type="text"/>	<input type="text"/>	<input type="text"/>
(Name of Firearm Collectors Organisation)	(Membership Number)	(Expiry Date)

## Part 5 - Acknowledgement

**(This acknowledgment must be signed and dated or your application will be returned)**

**(Ensure that you read the Privacy Statement before signing the Acknowledgement)**

**Privacy Statement:** The personal and health information requested is being collected and used by Victoria Police for the purposes of assessment of an application for a licence, registration, permit or approval. It will be used in accordance with relevant legislation, including the *Firearms Act 1996*, *Private Security Act 2004*, *Control of Weapons Act 1990*, *Health Records Act 2001* and the *Privacy and Data Protection Act 2014*. The information may be disclosed to employers, approved bodies and other statutory authorities for the purposes of law enforcement and the administration of justice. To gain access to personal and health information held by Victoria Police, you must apply in writing to the Freedom of Information Division of Victoria Police, at [www.police.vic.gov.au](http://www.police.vic.gov.au).

### Acknowledgment:

- a) Under what type of licence are you acquiring this Longarms permit
- |                       |                          |  |
|-----------------------|--------------------------|--|
| Individual            | <input type="checkbox"/> | <b>Go to c)</b> and Sign Acknowledgement |
| Business/Organisation | <input type="checkbox"/> | <b>Go to b)</b>                          |
- b) The Acknowledgement must be signed by the Nominated Responsible Person of the business/organisation. The details on the front of this application must also reflect this person's details. **Go to c)**
- c) I acknowledge that the particulars in this application and any attachments are true and correct and I make this acknowledgement 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	<input type="text"/>	Date	<input type="text"/>
		(Day)	(Month) (Year)

# Instruction Pages for Application for a Permit to Acquire a Longarm

The information contained in your application is treated as Strictly Confidential

## General

This application form is to be used by current Firearms Licence holders who wish to acquire a longarm. If you do not possess a current Firearms Licence that permits you to possess a longarm, you may submit your Firearms licence application together with this *Application for a Permit to Acquire a Firearm*. However, the Permit to Acquire cannot be issued until you have received and paid (if a fee is payable) for your Firearms Licence.

## Waiting Periods for Permits

If this application is to acquire your **first firearm**, the Permit to Acquire cannot be issued until 28 days has elapsed from the receipt of your application. If you already possess other registered firearms the Permit to Acquire will be issued as soon as possible. A permit to acquire will not be issued, if your firearms licence is due to expire in less than 28 days.

## How to use these instruction pages

There are **Five Parts** in the Permit to Acquire 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 on telephone number 1300 651 645 or e-mail us at: [licensingregulation@police.vic.gov.au](mailto:licensingregulation@police.vic.gov.au)

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

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

## Entering Information

Please print in capital letters and avoid contact with the edge of the boxes. When you are asked to make a choice, place a cross in the appropriate box.

## Multiple Acquisition of Firearms

The application can be used to acquire **multiple firearms** of the same licence category. A Permit to Acquire will be issued for each firearm proposed to be acquired. A separate fee is payable for each permit issued.

Separate Permit Applications are to be submitted if you want to acquire multiple firearms under different licence type.

## Interstate Acquisition of Firearms

A person may use a Permit to Acquire issued in Victoria to acquire a firearm from, or through, a Licensed Firearms Dealer in New South Wales or South Australia.

## Part 1 - Category of Firearm and Licence Details (All applicants must complete this part)

Firearm Categories	
Firearm Categories	Descriptions
Category A	an airgun; a rimfire rifle (other than a semi-automatic rimfire rifle); a shotgun (other than a pump action, semi-automatic or lever action shotgun); any combination of a shotgun and rimfire rifle;
Category B	a muzzle loading firearm; a centre fire rifle (other than an automatic or a semi-automatic centre fire rifle); any combination of a shotgun and centre fire rifle; a black powder, ball firing cannon; a lever action shotgun with a magazine capacity of no more than 5 rounds;
Category C	a semi-automatic rimfire rifle with a magazine capacity of no more than 10 rounds; a semi-automatic shotgun with a magazine capacity of no more than 5 rounds; a pump action shotgun with a magazine capacity of no more than 5 rounds; a tranquilliser gun;
Category D	a semi-automatic rimfire rifle with a magazine capacity of more than 10 rounds; a semi-automatic shotgun with a magazine capacity of more than 5 rounds; a pump action shotgun with a magazine capacity of more than 5 rounds; a semi-automatic centre fire rifle; a lever action shotgun with a magazine capacity more than 5 rounds; any other firearm prescribed for the purposes of this category; any other firearm that is declared to be a Category D by the Chief Commissioner
Category E Longarm	a machine gun that is a longarm; a tear gas gun or projector; a shotgun or rifle with a length of less than 75 centimetres measured parallel to the barrel; a mortar, bazooka, rocket propelled grenade or similar large calibre military firearm designed to fire an explosive or projectile or any other similar prescribed firearm; a cannon which is not a black powder ball firing cannon; any other firearm prescribed for the purposes of this category; any other firearm that is declared to be a Category E by the Chief Commissioner
Category E Handgun	a machine gun that is a handgun; any handgun prescribed for the purposes of this category;
Paintball Marker (Category P)	any firearm that is designed to discharge a paintball
Antique Handgun (Category Q)	a handgun (that is not a single shot antique handgun) – <ul style="list-style-type: none"> <li>➢ that was manufactured before 1 January 1900; and</li> <li>➢ that uses percussion as a means of ignition; and</li> <li>➢ that does not take commercially available cartridge ammunition;</li> </ul>
General Category Handguns (Category H)	a rimfire handgun; a centre fire handgun that is not a E Handgun; a muzzle loading handgun; a air pistol; that does not exceed 65 centimetres in length

## 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. If this is an application for a Body Corporate or Government Department, the Nominated person's name must be specified, including the Body Corporate name. 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 marriage certificate.

If applicable, you must provide your e-mail address, 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, punctuation marks and location of the '@' symbol. Please specify the business or body corporate address.

## Part 3 - Firearms 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 be fitted with an '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 within the firearm) unless the receptacle is purpose built to store ammunition separately from the firearms.

### Category C, D and E Longarm requirements

- Steel safe – not easy to penetrate
- If the safe weighs less than 150kg when empty, it must be bolted to the structure of the premises.
- When a firearm is in the safe, the safe **MUST** be locked.
- The premises must be fitted with an '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.
- The key to the safe must be carried by the licence holder or kept securely in a separate room from the safe.
- 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.

### Category 1 & 2 Collectors requirements (All categories of firearms)

Firearms must be stored:

- On premises, or a part of the premises, which is a permanent building and which has secure locks on all openings.
- In a room where:
  - The walls of which are solid enough to be a substantial physical barrier to entry; and
  - The windows must be covered by security bars.
- Any doors:
  - Must be solid material or covered by steel sheet or reinforced by firmly fixed steel mesh;
  - Must be fitted with a lock of a dead latch type or an extra hasp and barrel bolt padlock which is of such a nature as to reduce the possibility of the door being sprung from the jamb; and
  - Hinged with concealed hinge pins or which are welded to prevent pins from being removed.
- In a container:
  - To be made of steel or another robust material;
  - Fixed to the wall or floor of the room;
  - With doors that are attached with concealed or welded hinges; and
  - When firearms are in container, it must be locked, with a lock which is so constructed as to prevent the doors of the container being easily sprung.
- The premises must be fitted with an 'intruder alarm system' if **more than 5 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.
- Firearms can only be removed from the container by the licence holder.
- The key to the container in which the firearm is stored must be carried by the licence holder or kept securely in a separate room from the container, not accessible to persons who do not hold the appropriate licence.
- Any bolt or firing pin which is required to be stored separately from the firearm it is part of, must be stored in the same manner as is required for the storage of a firearm under a licence for Category A or B Longarm.

**NOTE:** If less than 15 Category A or B firearms are owned under a Category 1 Firearms Collectors Licence and no other firearms are stored at the premises, storage can be specified below:

- *Hardwood or steel container – not easy to penetrate;*
- *If the container weighs less than 150kg empty, it must be securely fixed to the floor or wall frame; and*
- *When the firearm is in the container, it **MUST** be locked with a lock and be of sturdy construction.*

### Ammunition and Heirlooms Licence 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.
- A firearm under an heirlooms licence may be displayed by being fixed to a wall in a manner that makes it unable to be readily removed.

## Part 4 - Longarm(s) to be acquired (All applicants must complete this part)

You must provide details of the firearm(s) you wish to acquire.

- You can apply for multiple firearms of the same category.
- The licence holder may only use the permit to acquire a firearm of that Type, Action and Calibre specified.
- **You can not** acquire a firearm with a calibre less than or greater than that specified on the permit. Amendments to the permit by Licensed Firearm Dealers WILL NOT BE ACCEPTED.

### Category A and B longarms

**Category A longarms:** Prior to applying for a Permit to Acquire you are required to identify the firearm *Type and Calibre* only.

**Category B longarms:** You are required to identify the firearm *Type, Action and Calibre*. The Type, Action and Calibre of the firearm will then be printed on the permit. The full calibre details must be provided, eg 223REM, 303BRITISH, 270WIN etc.

Provide the serial number and/or Police Reference Number (if known) of the firearm you are applying to acquire.

With the exception of Category A firearms, you must show your genuine need/reason for the acquisition of a firearm. To show a genuine need, you have to explain why you need that particular category of firearm. For example, a recreational hunter may need different types of firearms to hunt different game. A sport and target shooter may need a number of firearms in the same category to shoot in different competitions. If you are acquiring a Category B firearm you will need to explain why your genuine need cannot be met by a Category A firearm.

### Category C, D, E Longarms and Heirlooms

**Category C and D Longarms:** For Category C or D Permit Applications, you can only acquire and own **ONE** semi-automatic Rimfire Rifle and/or **ONE** semi-automatic shotgun or pump action shotgun. Approval may in some circumstances be granted to acquire more than one Category C firearm, being a shotgun, for the reason of clay target shooting.

If you intend to acquire a Category C, D or E Longarm, or if you are acquiring a firearm under a Heirlooms Licence, you must supply full firearm details. The full calibre details must be provided, eg. 223REM, 303BRITISH, 270WIN etc.

You must show your genuine need/reason for the acquisition of a firearm. To show a genuine need, you have to explain why you need that particular category of firearm. For example, a recreational hunter may need different types of firearms to hunt different game. A sport and target shooter may need a number of firearms in the same category to shoot in different competitions. You must explain why your genuine need can not be met by another category of firearm.

Provide the serial number and/or Police Reference Number (if known) of the firearm you are applying to acquire.

**Heirlooms Licences.** Your application must include a certificate of deactivation from a Licensed Firearm Dealer that the proposed firearm has been **rendered permanently inoperable** in accordance with the *Firearms Act 1996*, Schedule 2.

### Category 1 or 2 Firearms Collectors.

The acquisition of the firearm must meet the theme of your collection which you indicated on your licence renewal/application.

Provide the serial number and/or Police Reference Number (if known) of the firearm you are applying to acquire.

If you wish to acquire a Category D or E longarm you must provide full details of that firearm and a certificate of deactivation from a Licensed Firearms Dealer that the proposed firearm(s) have been **rendered permanently inoperable** in accordance with the *Firearms Act 1996*, Schedule 2. You must also detail your genuine reason for acquiring this firearm.

### Example of correctly completed form:

Firearm Category	B	Firearm Type	C	F	Firearm Action	B	A	Firearm Configuration		Magazine/ Firearm Capacity	0	5
Make	R E M I N G T O N											
Model	7 0 0											
You must indicate full <b>calibre</b> details eg. 223REM, 303BRITISH.												
Calibre 1	2 2 3 R E M						Calibre 2					
Calibre 3							Serial Number (optional)					
						A B C 1 2 3						
Police Reference Number (optional)										7 5 8 4 4 5 2		

## Part 4 - Longarm(s) to be acquired (continued) (All applicants must complete this part)

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 5 - Acknowledgement

**You must read the Privacy Statement, sign and date the Acknowledgement.**

Indicate whether the application is being completed on behalf of an Individual or Business/Organisation and then follow the 'Go to Section' instructions.

If the application is being completed on behalf of a Business/Organisation, the Nominated Responsible Person **must** complete the acknowledgement.