



NSW Police Force  
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# FIREARMS REGISTRY

## Permit to Acquire - Handgun

P 563

This FACT sheet provides information on applying for a Permit to Acquire a handgun - section 31 of the *Firearms Act 1996*.

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

### Who can apply for a Permit to Acquire a handgun?

You must hold a current NSW category H firearms licence or permit authorising possession of a handgun to apply for a Permit to Acquire (PTA) a handgun.

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 H firearm you must hold a Category H firearms licence.

A separate PTA application must be completed for each handgun you wish to acquire and your 'good reason' for acquiring the firearm must be directly related to the reason for the issue of your firearms licence/permit.

### 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 second and 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 in force until the firearm is acquired or for 90 days, after which time it will expire.

### How much will my PTA cost?

Each PTA costs \$30 and payment must be made at the time of application. **DO NOT SEND CASH.** Attach a cheque or money order made payable to the 'NSW Police Force', OR complete the credit card authority section on the reverse of the application form. If you wish to pay by credit card, ensure you complete the amount debited from your credit card, indicating whether MasterCard or Visa; fill out the cardholder details in full and ensure the cardholder signs and dates the credit card authority.

Pensioners are exempt from fees for PTA's for all categories of firearms. If you have not previously obtained a fee exemption or the document you have previously supplied is no longer current, include a copy of your Pensioner Concession card issued by Centrelink, or a Disability Pension card, or a Veteran Affairs Concession card.

### What happens when my PTA is issued?

If approved, the PTA will be issued and posted to you and must be presented to the firearms dealer when acquiring the intended firearm. The dealer identifies the firearm, completes the necessary paperwork and forwards this information to the Firearms Registry. The Firearms Registry will then issue a registration certificate to you as proof of registration.

The issued PTA may also be used, in lieu of the registration certificate, to purchase ammunition for the firearm. *Please see the 'Firearms & Ammunition' page on the Firearms Registry Internet Site.*

### 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. This is the course completed in the first six months of your PPL.

### 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.

### How do I obtain a PTA application?

You can obtain PTA application forms from your firearms dealer or shooting club. Alternatively, you may email [firearmsenq@police.nsw.gov.au](mailto:firearmsenq@police.nsw.gov.au) and request the forms be posted to you. If you are emailing, you must include the number you require (one form for each firearm you wish to purchase) and whether you require Longarm and/or Handgun application forms. Please allow up to 10 days for you to receive the forms in the mail.

Upon completion the form must be returned to the Firearms Registry for processing.

Please see the reverse of this FACT Sheet for instructions on how to complete the P563 form.



# Instructions for completing the P563 'Permit to Acquire a Handgun' form

## Permit to Acquire a Handgun

### HOW DO I COMPLETE THE PTA APPLICATION FORM?

Do not photocopy the form. Print within the boxes, do not mark boxes that do not apply, use CAPITAL LETTERS and BLACK INK. DO NOT USE STAPLES.

Complete all sections of the application form, sign the form and supply any supporting documentation as necessary. Failure to do so may delay your application.

Clearly write your licence/permit number on the top right hand side of the form.

**SECTION A: Personal Details** - Write your name and date of birth.

The 'Last Name' & 'Given Names' box should show your full legal name. This should be the name on your birth certificate, marriage certificate, change of name certificate or Passport.

**SECTION B: Business/Club/Government Agency** - Complete if the application is for a business, club or government agency.

**SECTION C: Safekeeping Address** - This section must be completed even if you do not currently own any firearms. In this section you are confirming the safe keeping address for the firearm you are applying to acquire.

If your safe keeping address is the same as your residential address, mark the appropriate box with an 'X'. If your safe keeping address is different to your residential address, complete this section, providing details on a separate sheet if you have more than one safe keeping address for your firearms.

The firearms legislation requires that the Commissioner is satisfied that the applicant is capable of complying with the safe storage requirements as prescribed in the *Firearms Act 1996* prior to obtaining a firearm.

**SECTION D: Handgun Type** - You must indicate the type of firearm you wish to acquire by marking ONE BOX ONLY with an 'X'.

You may only acquire a particular type of handgun if you hold the corresponding category of licence or permit for that handgun.

**SECTION E: Club Confirmation** - The *Firearms Act 1996* requires that a person making application to acquire a handgun for Sport/Target Shooting (including Probationary Pistol Licence) or the collection of post 1946 pistols must supply evidence from the secretary or other office holder of the club concerned, that:

**Sport Target Shooting** - That the applicant can meet the safe keeping requirements and specify the shooting activities for which the pistol is required.

**Collection - Post 1946 Pistols only** - That the applicant has been a member of the club/society for at least 12 months and the collection has a genuine thematic, historic, commemorative or financial value.

By completing Section E the above requirements are met.

**SECTION F: Fee Exemption** - Each PTA costs \$30.00. Only pensioners are exempt from the fee. See the section 'How much will my PTA cost' on the front of this FACT Sheet for further information regarding payment methods and fee exemption details.

**DECLARATION** - The application form must be signed and dated by the applicant. By signing the form you are certifying all statements noted in the declaration.

## Firearms Registry

### Address

Locked Bag 1  
Murwillumbah NSW 2484

### Telephone

1300362562

### Interstate

02 66708590

### Fax

02 66708558

### Email

frpta@police.nsw.gov.au

OR

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 *Firearms Regulation 2006*, which are available on the NSW Legislation website - [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au).



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