

# FIREARMS REGISTRY

## Prohibited Weapons Instructor Permit

This FACT Sheet provides information on the requirements for obtaining a Prohibited Weapon Instructor Permit - clause 15 of the *Weapons Prohibition Regulation 2009*.

It is an offence in NSW to possess a prohibited weapon without the authority of a permit.

### ***What does the Instructor Permit authorise?***

This permit authorises the possession and use of prohibited weapons specified on the permit for the purposes of instructing, training or competing in a sport or recreation specified in the permit.

Instruction may only be conducted at premises specified on the permit.

This permit also authorises persons receiving instruction or competing in the sport or recreation to possess and use the prohibited weapons specified on the permit, but only while under the direct supervision of the permit holder.

### ***Who can apply for this permit?***

A person, or a person on behalf of a business whose ranking in the relevant sport or recreation qualifies them to instruct in that sport or recreation, and

1. Who is accredited as an instructor by an approved sporting organisation or body for that sport or recreation, OR
2. Is a registered training provider under the *Vocational Education and Training Act 2005* and who conducts a prohibited weapons training course that is accredited under that Act.

The applicant must provide evidence that it is necessary to possess or use the prohibited weapon for which the permit is sought to carry out instruction in the sport or recreation.

### ***What is the approved sporting organisation or body for accreditation?***

The approved organisation is the Australian Sports Commission (ASC) where coaches are accredited under the National Coaching Accreditation Scheme (NCAS).

Martial Arts sporting bodies registered with the ASC are approved bodies for the purposes of issuing a Weapons Instructor Permit under the *Weapons Prohibition Act 1998*.

The following martial arts organisations are currently registered with the Australian Sports Commission and are approved for the accreditation of martial arts coaches:

#### MARTIAL ARTS INDUSTRY ASSOCIATION

Website: [www.maia.com.au](http://www.maia.com.au)

Email: [admin@maia.com.au](mailto:admin@maia.com.au)

#### JUDO FEDERATION OF AUSTRALIA

Website: judo: [www.ausjudo.com.au](http://www.ausjudo.com.au)

Email: [webmaster@ausjudo.com.au](mailto:webmaster@ausjudo.com.au)

#### AUSTRALIAN JU-JITSU FEDERATION

Website: [www.jujitsu.com.au](http://www.jujitsu.com.au)

Email: [jujitsu@telstr.com](mailto:jujitsu@telstr.com)

#### AUSTRALIAN KARATE FEDERATION

Website: [www.akf-nsw.com.au](http://www.akf-nsw.com.au)

Email: [administrator@akf.com.au](mailto:administrator@akf.com.au)

#### AUSTRALIAN KUNG FU (WUSHU) FEDERATION

Website: [www.akwf.com.au](http://www.akwf.com.au)

Email: [walt@phoenixfilms.com.au](mailto:walt@phoenixfilms.com.au)

### ***What is the term of the permit?***

The permit will be issued for a maximum term of 5 years.

### ***What do I need to send with the application?***

- \* A completed P638 'Application for a Prohibited Weapons Permit' form, and
- \* A completed 'Prohibited Weapon Instructor Genuine Reason' form, and
- \* A completed 'Business Declaration' (*business application only*), and
- \* Supporting documentation as requested on the genuine reason form.

### ***How much will the permit cost?***

The prescribed fee for this permit is \$127. Payment must accompany the application. You may pay by cheque or money order made payable to the NSW Police Force or by filling out the credit card details on the reverse of the application form.

### ***How do I apply for a Prohibited Weapons Instructor Permit?***

You must complete the P638 'Application for a Prohibited Weapons Permit' form and the 'Prohibited Weapons Instructor Genuine Reason' form and where applicable provide any supporting documentation. Please see the reverse of this FACT Sheet for instructions on how to complete the P638 form.

# Instructions for completing the Permit Application Form

## PROHIBITED WEAPONS PERMIT APPLICATION FORM (P638)

### NEW APPLICATION / REAPPLICATION

Mark appropriate box (new application or reapplication). If you currently hold or have previously held a firearms licence or firearms or prohibited weapon permit enter your licence or permit number.

### SECTION A - PERMIT TYPE

From the drop down list select the type of permit relevant to this application. If the permit is not listed in the drop down list, enter 'Other' and describe the type of permit you require in the space provided.

### SECTION B - NOMINATED PERSON / PERMIT HOLDER

Insert the full name, date of birth, gender, NSW drivers licence (if held), contact phone numbers, email address and supply details of the nominated person (business) or nominated permit holder (individual). If you have been known by any other names enter your alias here.

### SECTION C - RESIDENTIAL ADDRESS

Insert your full residential address in this section.

### SECTION D - POSTAL ADDRESS

If the postal address is the same as the residential address, mark the box. If your postal address is different to your residential address, insert your postal address in this section.

### SECTION E - BUSINESS, CLUB OR GOVERNMENT AGENCY DETAILS

If this application is being made by a Business, Club or Government Agency, provide details in this section and attach supporting documentation.

### SECTION F - SAFEKEEPING ADDRESS OF WEAPONS

If the safekeeping address is the same as the residential address, select 'YES' in the box. If your weapon safekeeping address is different to your residential address, insert the address in this section.

### SECTION G - PERSONAL HISTORY

Answer each question by selecting a 'YES' or 'NO' from the drop down list. If you answer 'YES' to any question, provide details as an attachment.

### SECTION H - DECLARATION

The application must be signed and dated by the applicant.

### SECTION I - FEE

The prescribed fee for a prohibited weapon permit is \$127. Your payment must accompany the application.

### RELATED INFORMATION

See FACT Sheets:

'100 Point Identification'

'Schedule 1 Prohibited Weapons - Safe Storage Levels 1, 2 & 3',

'Prescribed Safe Storage for Schedule 1 Prohibited Weapons'.

## Firearms Registry

### Address

Locked Bag 1  
Murwillumbah NSW 2484

### Telephone

1300362562

### Interstate

02 66708590

### Fax

02 66708558

### Email

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 *Weapons Prohibition Act 1998* and the *Weapons Prohibition Regulation 2009*, which are available on the NSW Legislation website - [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au).



**NSW Police Force**  
[www.police.nsw.gov.au](http://www.police.nsw.gov.au)

