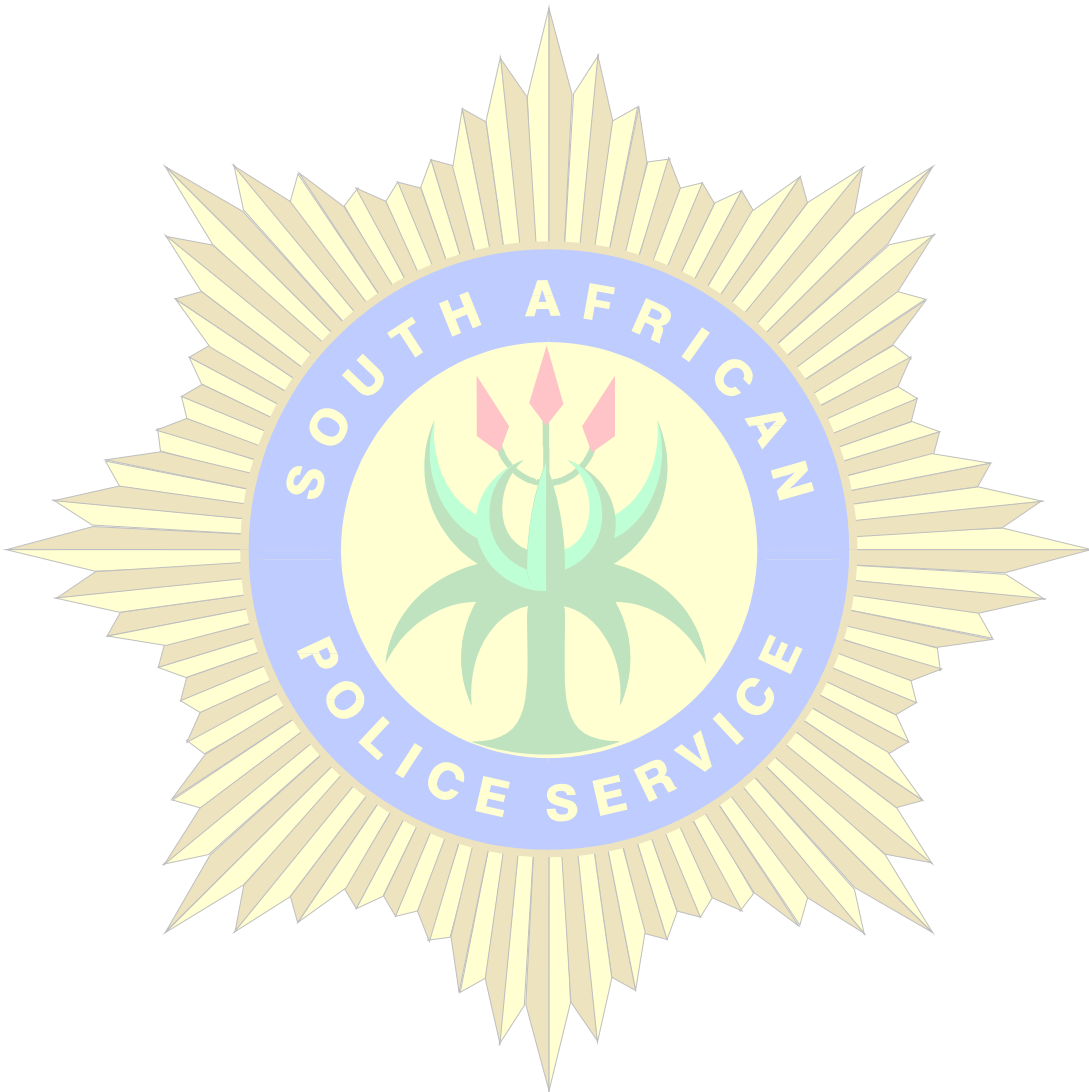


SOUTH AFRICAN POLICE SERVICE



Application for licence issued to particular categories or persons - dealers, manufacturers or gunsmiths

INSTRUCTIONS: APPLICATION FOR A LICENCE ISSUED TO PARTICULAR CATEGORIES OR PERSONS - DEALERS, MANUFACTURERS OR GUNSMITHS
GENERAL INSTRUCTIONS

- An application for a licence issued to particular categories or persons - dealers, manufacturers or gunsmiths must be completed in black ink that cannot be erased.
- The application must be stamped with the official date stamp of the police station where it is received.
- The police station where the application is captured must complete Section A.
- The police station where the application is received must complete Section B.
- The Central Firearms Control Register (CFR) must complete Section C.
- The dealer/manufacturer/gunsmith must complete Section D.
- The applicant must complete Sections E and F.
- If an interpreter was used, he/she must complete Section G.
- The Designated Firearms Officer/Station Commissioner must complete Section H.
- A person is guilty of an offence in terms of the Firearms Control Act, 2000 (Act No 60 of 2000), if he/she provides false information which he/she knows is false on this application form.

SECTION A: FOR OFFICIAL USE BY THE POLICE STATION WHERE THE APPLICATION IS CAPTURED
1. Application reference number

The reference number that the system generated for the application after it was captured (for example, C12945) must be recorded in paragraph A 1.

SECTION B: FOR OFFICIAL USE BY THE POLICE STATION WHERE THE APPLICATION IS RECEIVED
1. Province

The name of the province (for example, Gauteng) where the police station is situated must be recorded in paragraph B 1.

2. Area

The name of the area where the police station is situated (for example, Pretoria) must be recorded in paragraph B 2.

3. Police station

The name of the police station where the application was received (for example, Brooklyn) must be recorded in paragraph B 3.

4. Component code

The component code of the police station where the application was received (for example, 47) must be recorded in paragraph B 4.

5. Firearm application register reference number

The annual serial number of the firearm applications register allocated to the application (for example, 135/2002) must be recorded in paragraph B 5.

SECTION C: FOR OFFICIAL USE BY THE CENTRAL FIREARMS REGISTER (CFR)
1. Outstanding/Additional information required

When the police official at the CFR requests outstanding or additional information from the police station or the applicant, the required information must be recorded in paragraph C 1.

2. Persal number

The SAPS Persal number of the police official at the CFR who requested the outstanding or additional information must be recorded in paragraph C 2.

3. Date

The date on which the police official at the CFR requested the outstanding or additional information must be recorded in paragraph C 3.

4. Signature of police official

The signature of the police official at the CFR who requested the outstanding or additional information must be recorded in paragraph C 4.

5. Name in block letters

The initials and surname (in block letters) of the police official at the CFR who requested the outstanding or additional information must be recorded in paragraph C 5.

6. Application for a licence approved (Indicate with an X)

If the application for a licence is approved, the officer at the CFR who approved the application must mark paragraph C 6 with an X.

7. Persal number

The SAPS Persal number of the officer at the CFR who approved the application must be recorded in paragraph C 7.

8. Date

The date on which the application was approved by the officer at the CFR must be recorded in paragraph C 8.

9. Signature of CFR officer

The signature of the officer at the CFR who approved the application must be recorded in paragraph C 9.

10. Officer code

The officer code is a code allocated to each officer at the CFR who considers the application for licence to particular categories or persons. The code of the officer at the CFR who approved the application must be recorded in paragraph C 10.

11. Name in block letters

The initials and surname (in block letters) of the officer at the CFR who approved the application must be recorded in paragraph C 11.

12. Application for a licence refused (Indicate with an X)

If the application for a licence is refused, the officer at the CFR must indicate the refusal with an X in paragraph C 12.

13. Reason(s) for refusal

When an application was refused, the officer at the CFR must record the reason(s) for refusal in paragraph C 13.

14. Persal number

The SAPS Persal number of the officer at the CFR who refused the application must be recorded in paragraph C 14.

15. Date

The date on which the application is refused by the officer at the CFR must be recorded in paragraph C 15.

16. Signature of CFR officer

The signature of the officer at the CFR who refused the application must be recorded in paragraph C 16.

17. Officer code

The officer code is a code allocated to each officer at the CFR who considers the application for licence to particular categories or persons. The code of the officer at the CFR who refused the application must be recorded in paragraph C 17.

18. Name in block letters

The initials and surname (in block letters) of the officer at the CFR who refused the application must be recorded in paragraph C 18.

SECTION D: PARTICULARS OF DEALER/MANUFACTURER/GUNSMITH**1. DETAILS OF COMPETENCY CERTIFICATE****2. Type of competency certificate**

The applicable type of competency certificate must be recorded in paragraph D 2.

3. Competency certificate number

The competency certificate number must be recorded in paragraph D 3.

4. Date of issue

The date of issue of the existing competency certificate must be recorded in paragraph D 4.

5. Expiry date

The date on which the existing competency certificate expire must be recorded in paragraph D 5.

6. SPECIFY TYPE OF LICENCE WHICH IS BEING APPLIED OR (Indicate with an X)

The applicable type of licence must be indicated with an X in paragraph D 6, for example:

To trade in firearms and ammunition	X
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SECTION E: PARTICULARS OF APPLICANT**1. NATURAL PERSON'S DETAILS****2. Surname**

The applicant's surname must be recorded in paragraph E 2.

3. Initials

The applicant's initials must be recorded in paragraph E 3.

4. Full names

The applicant's full names must be recorded in paragraph E 4.

5. Identity number of natural person

The identity number of the natural person must be recorded in paragraph E 5.

6. Passport number of natural person

The passport number of the natural person must be recorded in paragraph E 6.

7. Business address

The physical address where the applicant resides, (for example, 123 West Street, Sandton) must be recorded in paragraph E 7.

8. Postal code

The postal code of the applicant's residential address must be

recorded in paragraph E 8.

9. Postal address

The postal address of the applicant must be recorded in paragraph E 9.

10. Postal code

The postal code of the applicant's postal address must be recorded in paragraph E 10.

11. Telephone number

11.1 Home: The applicant's home telephone number, including the dialling code, (for example, (012) 667 1923) must be recorded in paragraph E 11.1.

11.2 Work: The applicant's work telephone number, including the dialling code, (for example, (011) 577 5913) must be recorded in paragraph E 11.2.

11.3 Cellphone number

The cellphone number (if applicable) of the applicant must be recorded in paragraph E 11.3.

12. Fax

The applicant's fax number, including the area dialling code, must be recorded in paragraph E 12.

13. E-mail address

The e-mail address (if applicable) of the applicant must be recorded in paragraph E 13.

14. JURISTIC PERSONS DETAILS**15. Registered company name**

The registered company name of the applicant must be recorded in paragraph E 15.

16. Trading as name

The trading as name of the applicant must be recorded in paragraph E 16.

17. Name under which business is to be conducted

The name under which the business is to be conducted must be recorded in paragraph E 17.

18. FAR number

The registration number of the applicant must be recorded in paragraph E 18.

19. CC or company registration number

The CC or company registration number must be recorded in paragraph E 19.

20. RESPONSIBLE PERON'S DETAILS**21. Responsible person (Name and surname)**

The responsible person's name and surname must be recorded in paragraph E 21.

22. Type of identification (Indicate with an X) SA ID/Passport number

The responsible person's type of identification must be indicated with an X in paragraph E 22.

23. Identity number of responsible person

The responsible person's identity number person must be recorded in paragraph E 23.

the Firearms Control Act, 2000 (Act No 60 of 2000), to make a false statement on this application.

24. **Passport number of responsible person**

The responsible person's passport number must be recorded in paragraph E 24.

25. **Cellphone number**

The responsible person's cellphone number (if applicable) must be recorded in paragraph E 25.

26. **Physical address**

The physical address where the responsible person resides, must be recorded in paragraph E 26.

27. **Postal code**

The postal code of the applicant's physical address must be recorded in paragraph E 27.

28. **Postal address**

The postal address of the responsible person must be recorded in paragraph E 28.

29. **Postal code**

The postal code of the applicant's postal address must be recorded in paragraph E 29.

30. **PROOF SIGNATURES OF RESPONSIBLE PERSON**

31. **Signature of responsible person**

The first proof signature of the responsible person must be recorded in paragraph E 31.

32. **Signature of responsible person**

The second proof signature of the responsible person must be recorded in paragraph E 32.

33. **DETAILS OF PREMISES**

34. The physical address of the proposed premises on which business will be conducted must be recorded in paragraph E 34. The address and code must be submitted.

35. A classification of the proposed premises must be recorded in paragraph E 35.

36. A description of the premises, with reference to the situation and surrounding buildings, must be recorded in paragraph E 36.

37. A description of the alarm system must be recorded in paragraph E 37.

38. A description of the location and particulars of the safe or strong-room in which stocks of firearm(s) and ammunition will be kept must be recorded in paragraph E 38.

39. A description of the burglar proofing must be recorded in paragraph E 39.

40. A description of other security features must be recorded in paragraph E 40.

41. Submit a short description of the workstation which will link the register to the Central Database. If the applicant is a dealer or a gunsmith, he/she must state the reason(s) why the Registrar must exempt him/her from maintaining a linked workstation in paragraph E 41. Manufacturers must establish and maintain a linked workstation.

42. The date on which the business will be commenced must be recorded in paragraph E 42.

43. **DECLARATION BY APPLICANT**

I am aware that it is an offence in terms of section 120 (9)(f) of

SECTION F: SIGNATURE OF APPLICANT

(Sign only if applicable)

1. **Photo**

A recent colour passport photo of the applicant must be pasted in paragraph F 1, and may not exceed the border.

2. **Signature**

The signature of applicant must be recorded in paragraph F 2, in the presence of the police official and may not exceed the border.

3. **Fingerprint**

The index fingerprint of the applicant's right hand must be taken by the police official in paragraph F 3, in the presence of a witness and may not exceed the border. If the applicant does not have a right index fingerprint, the index fingerprint of the left hand must be taken.

4. **Fingerprint designation**

The designation of the fingerprint (for example, right index fingerprint) must be recorded in paragraph F 4.

5. **Name of applicant in block letters**

The initials and surname (in block letters) of the applicant who applies for the licence must be recorded in paragraph F 5.

6. **Date**

The date on which the applicant applies for the licence must be recorded in paragraph F 6.

7. **Place**

The city/town where the applicant applies for the licence must be recorded in paragraph F 7.

8. PARTICULARS OF POLICE OFFICIAL DEALING WITH APPLICATION

8.1 **Name of police official in block letters**

The initials and surname (in block letters) of the police official who deals with the application must be recorded in paragraph F 8.1.

8.2 **Persal number of police official**

The SAPS Persal number of police official who deals with application must be recorded in paragraph F 8.2.

8.3 **Rank of police official in block letters**

The rank (in block letters) of police official who deals with application must be recorded in paragraph F 8.3.

8.4 **Signature of police official**

The signature of police official who deals with the application must be recorded in paragraph F 8.4.

9. PARTICULARS OF WITNESS

9.1 **Name of witness in block letters**

The initials and surname (in block letters) of the police official who acts as the witness must be recorded in paragraph F 9.1.

9.2 **Persal number of witness**

The SAPS Persal number of the police official who acts as the witness must be recorded in paragraph F 9.2.

9.3 **Rank of witness in block letters**

The rank (in block letters) of the police official who acts as the witness must be recorded in paragraph F 9.3.

9.4 Signature of witness

The signature of the police official who acts as the witness must be recorded in paragraph F 9.4.

SECTION G: PARTICULARS OF INTERPRETER

(This section must only be completed if the applicant cannot read or write or does not understand the contents of this form.)

1. Name and surname of interpreter

The name and surname of the person who interprets the contents of the application form for the applicant must be recorded in paragraph G 1.

2. Identity/Passport number of interpreter

The identity/passport number of the interpreter must be recorded in paragraph G 2.

3. Residential address

The physical address where the interpreter resides must be recorded in paragraph G 3.

4. Postal code

The postal code of interpreter's residential address must be recorded in paragraph G 4.

5. Postal address

The postal address of the interpreter must be recorded in paragraph G 5.

6. Postal code

The postal code of the interpreter's postal address must be recorded in paragraph G 6.

7. Telephone number

7.1 Home: The interpreter's home telephone number, including the dialling code, (for example, (012) 667 1923) must be recorded in paragraph G 7.1.

7.2 Work: The interpreter's work telephone number, including the dialling code, (for example, (011) 577 5913) must be recorded in paragraph G 7.2.

8. Cellphone number

The cellphone number (if applicable) of the interpreter must be recorded in paragraph G 8.

9. Fax

The interpreter's fax number, including the area dialling code, must be recorded in paragraph G 9.

10. E-mail address

The e-mail address (if applicable) of the interpreter must be recorded in paragraph G 10.

11. Interpreted from (language)

The language from which the application form was interpreted and the language to which it was interpreted and which is understandable to the applicant (for example, English to Zulu) must be recorded in paragraph G 11.

12. Date

The date on which the interpreter assists the applicant must be recorded in paragraph G 12.

13. Signature of interpreter

The signature of the interpreter who assists the applicant that cannot read or write or does not understand the document must be recorded in paragraph G 13.

14. Place

The place where the interpreter assists the applicant must be recorded in paragraph G 14.

15. Rank of police official in block letters (if applicable)

If the interpreter is a police official, his/her rank (in block letters) must be recorded in paragraph G 15.

16. Persal number of police official (if applicable)

If the interpreter is a police official, his/her SAPS Persal number must be recorded in paragraph F 16.

SECTION H: FOR OFFICIAL USE BY THE DESIGNATED FIREARMS OFFICER/STATION COMMISSIONER

1. RECOMMENDATION REGARDING APPLICATION

The applicable recommendation must be indicated with an X in paragraph H 1, for example:

Recommended	X	Not recommended	
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2. Report of inspection on premises

A report of the inspection on the applicable premises must be recorded paragraph H 2.

3. Additional conditions recommended

The additional conditions recommended by the Designated Firearms Officer/Station Commissioner must be recorded in paragraph H 3.

4. Recommendation regarding the application

The recommendation regarding the application must be recorded in paragraph H 4.

5. Name of Designated Firearms Officer/Station Commissioner in block letters

The initials and surname (in block letters) of the Designated Firearms Officer/Station Commissioner who made recommendation must be recorded in paragraph H 5.

6. Date

The date on which the Designated Firearms Officer/Station Commissioner made the recommendation must be recorded in paragraph H 6.

7. Rank of Designated Firearms Officer/Station Commissioner in block letters

The rank (in block letters) of the Designated Firearms Officer/Station Commissioner who made the recommendation must be recorded in paragraph H 7.

8. Place

The city/town where the Designated Firearms Officer/Station Commissioner made the recommendation must be recorded in paragraph H 8.

9. Signature of Designated Firearms Officer/Station Commissioner

The signature of the Designated Firearms Officer/Station Commissioner who made the recommendation must be recorded in paragraph H 9.

10. Persal number of the Designated Firearms Officer/Station Commissioner

The SAPS Persal number of the Designated Firearms Officer/
Station Commissioner who made the recommendation must be
recorded in paragraph H 10.