Notification on assignment of new responsible person for juristic person
GENERAL INSTRUCTIONS

- A notification on assignment of new responsible person for juristic person must be completed in black ink that cannot be erased.
- The notification must be stamped with the date stamp of the police station where it is received.
- A person is guilty of an offence in terms of the Firearms Control Act, 2000 (Act No 60 of 2000) if he/she provides information which he/she knows is false on this notification form.

SECTION A: FOR OFFICIAL USE BY THE POLICE STATION WHERE THE NOTIFICATION IS CAPTURED

1. Notification reference number
   The reference number of the notification that the system generates for the notification after it was captured must be recorded in paragraph A 1.

SECTION B: FOR OFFICIAL USE BY THE POLICE STATION WHERE THE NOTIFICATION IS RECEIVED

1. Province
   The name of the province where the police station is situated (for example, Gauteng) 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 notification was received (for example, Brooklyn) must be recorded in paragraph B 3.

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

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

SECTION C: PARTICULARS OF THE JURISTIC PERSON

1. JURISTIC PERSON’S DETAILS
2. OTHER BODIES
3. Registered company name
   The registered company name of the juristic person must be recorded in paragraph C 3.

4. Trading as name
   The trading as name of the juristic person must be recorded in paragraph C 4.

5. FAR number
   The juristic person’s FAR number must be recorded in paragraph C 5.

6. Company registration or CC number
   The company registration or CC number of the juristic person must be recorded in paragraph C 6.

7. Postal address
   The postal address of the company or juristic person must be recorded in paragraph C 7.

8. Postal code
   The postal code of the company or juristic person’s postal address must be recorded in paragraph C 8.

9. Business address
   The physical address from where the company or juristic person conducts business must be recorded in paragraph C 9.

10. Postal code
    The postal code of the company or juristic person’s business address must be recorded in paragraph C 10.

11. Business telephone number

11.1 Work: The company or juristic person’s work telephone number, including the dialling code, (for example, (011) 577 5913) must be recorded in paragraph C 11.1.

11.2 Fax
    The company or juristic person’s fax number, including the dialling code (for example, (012) 667 1923) must be recorded in paragraph C 11.2.

12. E-mail address
    The company or juristic person’s e-mail address (if applicable) must be recorded in paragraph C 12.

13. PARTICULARS OF THE NEW RESPONSIBLE PERSON

14. Responsible person (Name and surname)
    The name and surname of the new responsible person must be recorded in paragraph C 14.

15. Type of identification (Indicate with an X)
    SA ID/Passport number
    The type of identity/passport number of the new responsible person must be indicated with an X in paragraph C 15.

16. Identity number of responsible person
    The identity number of the new responsible person must be recorded in paragraph C 16.

17. Passport number of responsible person
    The passport number of the new responsible person must be recorded in paragraph C 17.

18. Cellphone number
    The cellphone number (if applicable) of the new responsible person must be recorded in paragraph C 18.

19. Physical address
    The physical address where the new responsible person resides, must be recorded in paragraph C 19.

20. Postal code
The postal code of the new responsible person’s physical address must be recorded in paragraph C 20.

21. **Postal address**
   The postal address of the new responsible person must be recorded in paragraph C 21.

22. **Postal code**
   The postal code of the new responsible person’s postal address must be recorded in paragraph C 22.

23. **Competency certificate number**
   The existing competency certificate number of the new responsible person must be recorded in paragraph C 23.

24. **Date of issue**
   The date of issue of the existing competency certificate of the new responsible person must be recorded in paragraph C 24.

25. **Expiry date**
   The expiry date of the existing competency certificate of the new responsible person must be recorded in paragraph C 25.

26. **Reason for appointment of a new responsible person for the juristic person**
   Submit reason(s) for the appointment of a new responsible person for the juristic person in paragraph C 26.

27. **PROOF SIGNATURES OF THE NEW RESPONSIBLE PERSON**

28. **Signature of the new responsible person**
   The first proof signature of the new responsible person must be recorded in paragraph C 28.

29. **Signature of the new responsible person**
   The second proof signature of the new responsible person must be recorded in paragraph C 29.

30. **DECLARATION OF REPORTING PERSON**
   I am aware that it is an offence in terms of the Firearms Control Act, 2000 (Act No 60 of 2000), to make a false statement in this notification.

SECTION D: **SIGNATURE OF REPORTING PERSON**
(Sign only if applicable)

1. **Name of reporting person in block letters**
   The initials and surname (in block letters) of the person who reports the information to the new responsible person must be recorded in paragraph D 1.

2. **Date**
   The date on which the information of the new responsible person was reported must be recorded in paragraph D 2.

3. **Signature of reporting person**
   The signature of the reporting person must be recorded in paragraph D 3, in the presence of the police official.

4. **Place**
   The city/town where the information of the new responsible person was reported must be recorded in paragraph D 4.

SECTION E: **PARTICULARS OF POLICE OFFICIAL DEALING WITH NOTIFICATION**

1. **Name of police official in block letters**
   The initials and surname (in block letters) of the police official who takes the fingerprint of the reporting person must be recorded in paragraph E 1.

2. **Persal number of police official**
   The SAPS Persal number of the police official who takes the fingerprint of the reporting person must be recorded in paragraph E 2.

3. **Rank of police official in block letters**
   The rank (in block letters) of the police official who takes the fingerprint of the reporting person must be recorded in paragraph E 3.

4. **Signature of police official**
   The signature of the police official who takes the fingerprint of the reporting person must be recorded in paragraph E 4.

7. **PARTICULARS OF WITNESS**

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 E 1.

2. **Persal number of witness**
   The SAPS Persal number of the police official who acts as the witness must be recorded in paragraph E 2.

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 E 3.
7.4 Signature of witness
The signature of the police official who acts as the witness must be recorded in paragraph E. 7.4.

SECTION F: PARTICULARS OF INTERPRETER
(This section must only be completed if the reporting person 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 notification for the reporting person must be recorded in paragraph F 1.

2. Identity/Passport number of interpreter
The identity/passport number of the interpreter must be recorded in paragraph F 2.

3. Residential address
The physical address of the interpreter must be recorded in paragraph F 3.

4. Postal code
The postal code of the interpreter’s residential address must be recorded in paragraph F 4.

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

6. Postal code
The postal code of the interpreter’s postal address must be recorded in paragraph F 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 F 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 F 7.2.

8. Cellphone number
The interpreter’s cellphone number (if applicable) must be recorded in paragraph F 8.

9. Fax
The interpreter’s fax number, including the area dialling code, must be recorded in paragraph F 9.

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

11. Interpreted from (language)
The language from which the notification form was interpreted and the language to which it was interpreted and which is understandable to the reporting person (for example, English to Zulu) must be recorded in paragraph F 11.

12. Date
The date on which the interpreter assists the reporting person must be recorded in paragraph F 12.

13. Signature of interpreter
The signature of the interpreter who assists the reporting person who cannot read or write or does not understand the document must be recorded in paragraph F 13.

14. Place
The place where the interpreter assists the reporting person must be recorded in paragraph F 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 F 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 G: PARTICULARS OF THE DESIGNATED FIREARMS OFFICER/STATION COMMISSIONER

1. 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 deals with the notification must be recorded in paragraph H 1.

2. Date
The date on which the Designated Firearms Officer/Station Commissioner deals with the notification must be recorded in paragraph H 2.

3. Rank of Designated Firearms Officer/Station Commissioner in block letters
The rank (in block letters) of the Designated Firearms Officer/Station Commissioner who deals with the notification must be recorded in paragraph H 3.

4. Place
The city/town where the Designated Firearms Officer/Station Commissioner deals with the notification must be recorded in paragraph H 4.

5. Signature of Designated Firearms Officer/Station Commissioner
The signature of the Designated Firearms Officer/Station Commissioner who deals with the notification must be recorded in paragraph H 5.

6. Persal number of the Designated Firearms Officer/Station Commissioner
The SAPS Persal number of the Designated Firearms Officer/Station Commissioner who deals with the notification must be recorded in paragraph H 6.