



QUEENSLAND POLICE SERVICE



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Newsletter – Dealers/Armourers 01/2010

WEAPONS LICENSING APPLICATIONS NEW ON LINE INTERNET SERVICE

Dealers and Armourers can look forward to the introduction of a secure on-line web service for weapons licensing applications. This service will be accessible via the internet, 24 hours a day, seven days a week and implementation will begin in October of this year.

WHAT DOES THIS MEAN FOR NEW AND CURRENT LICENCE HOLDERS?

Some features and benefits include the ability to:

- Complete an on line application via the Queensland Police Service internet site which will guide users through a step by step process;
- Upload all supporting documentation at the time of application;
- Pay the applicable fee via a shopping cart facility before submitting your completed application.
- All applications will be submitted and stored electronically to the Weapons Licensing Branch of the Queensland Police Service, all information will be treated as private and confidential;
- You will no longer be required to travel to your local police station to lodge and pay for your application as you will be able to make an application(s) from your business or home at any time of the day.

WHAT SERVICES WILL BE AVAILABLE?

Licensees and applicants will be able to apply or assist applicants to apply for the following licenses, permits and statements via the Queensland Police Service website from October 2010:

- New licence applications;
- Renewals of existing applications;
- Applications for Permit to Acquire (PTA);

FROM MID 2011

In addition to the services listed above, a second implementation stage is planned, but yet to be approved, to deliver a web portal with self-service capability. This will be an extension to the services already offered from October of this year.

A sample of some of the changes that Dealers and Armourers can look forward to is the ability to:

- view details (personal, licences and associated weapons details);
- dealer transfer of weapons (acquisition and disposal of a weapon(s));
- apply for a change in details;
- apply for a replacement licence(s).

Lookout for further details in future newsletters, as well as on the Weapons Licensing page on the Queensland Police Service internet site.

ANNUAL RETURNS

The 2008-2009 annual returns have been received from all Firearms Dealers and Theatrical Ordnance Suppliers. Thank you for all those that have provided an electronic copy either by e-mail to weaponslicensing@police.qld.gov.au or a re-writable compact disc.

Electronic submissions enable faster processing of returns and ensure greater accuracy of information thereby reducing the number of return enquiries. If there are any issues identified within the annual returns, Weapons Licensing Branch will be in contact otherwise no correspondence will be forwarded advising of the completion of the annual return process.

SUBMISSION OF FORM 10'S & NOTICE OF DISPOSALS

All Firearm Dealers and Armourers are reminded the legislation provides for strict timeframes for notifying an Authorised Officer of transactions. Notice of Disposals sent by **registered post** and Form 10's **MUST** reach the Authorised Officer within 14 days of the transaction. The maximum penalty for failing to comply with these requirements is 20 penalty units or 6 months imprisonment.

COMPLETION OF FORM 10'S & NOTICE OF DISPOSALS

When completing Form 10's and/or Notice of Disposals it is essential that all details are provided in **clear legible** handwriting and all details completed (i.e. name, address, licence number, date). There have been quite a few instances lately where date fields are not completed, the handwriting is illegible and incorrect owner details are provided.

When completing Form 10's, please ensure that you write or stamp your business details and circle your appropriate licence type. If the person handing in the weapon is not the registered owner you should complete all boxes at the bottom section of the Form including the registered owner's name and licence number. Again, we have had several instances lately where this has not occurred. The time taken rectifying these errors will cause delays to the processing of Permits to Acquire for these firearms.

Please ensure if acquiring/disposing weapon/s from/to licence holders and interstate dealers that their licence number is written/typed on the Form 10.

If amending a Form 10, unless specifically requested by Weapons Licensing Branch, there is no need to complete a new Form 10. You can make the amendment on a copy of the submitted Form 10 or on letterhead. If amending a copy of the Form 10, please clearly state this by making some notation on the form that it is a copy and an amendment. Also clearly indicate the amendment you are making.

WHEN A FORM 10 IS NOT REQUIRED

There is no requirement for Dealers to forward a Form 10 to Weapons Licensing Branch if they dispose of a weapon to a person who is the holder of a Permit to Acquire. The Notice of Disposal is the correct advice form and details should be recorded in the Dealers Register. This information is outlined in the front cover instructions of the Form 10 Book. This can be a costly exercise for Dealers due to the use of additional forms that are an expense to Dealers.

PERMITS TO ACQUIRE

If an applicant requests that a Permit to Acquire is faxed to the dealer, the applicant must sign the request. If these requests are not signed by the applicant, we will be unable to forward the Permit to Acquire directly to the dealer and will forward it to the applicant.

MODIFICATIONS TO PERMITS TO ACQUIRE AND NOTICES OF DISPOSAL

An increase in Firearm Dealers modifying Permit to Acquire (PTA) Notices of Disposal (NOD) has occurred lately. Dealers are reminded of Section 38 of the *Weapons Act 1990* which states:

38 Issue etc. of permits to acquire

(1) A person, other than an authorised officer, must not issue, endorse or alter a permit to acquire.

Maximum Penalty – 100 penalty units or 2 years imprisonment

Recent cases have included changing firearm details from Category A to Category B weapons and changing weapons from a Category B weapon to a Category H collector's weapon.

In ALL cases, the Permit to Acquire will NOT be processed to allow this transaction to occur. The acquirer will be required to re-apply for the relevant weapon, and the firearm dealer carrying out the change may be asked to show cause why prosecution action commenced in these matters or action taken against their licence.

Details should not be changed on a Permit to Acquire unless approved by the Authorised Officer, Weapons Licensing Branch.

Should you have any concerns about a Permit to Acquire or need to change details of an incorrect serial number, please contact the Permits to Acquire section on (07) 3015 7775.

DESTRUCTION OF FIREARMS

If destroying a Category A, B or C weapon – a Form 10 must be completed and forwarded advising the date, place and method of **how** the weapon was destroyed and the parts disposed of, i.e. drop saw, cut in half. This form **must** be signed by the nominee and not by an employee. All other weapons categories must be surrendered to police for destruction.

SELLING/DESTRUCTION OF WEAPONS CURRENTLY HELD IN SAFEKEEPING

Please ensure that any weapons that you are proposing to sell or destroy, are not in safekeeping against your licence. If so, you will need to submit a Form 10 showing that you have acquired the weapon from the registered owner. There could be civil legal ramifications if the appropriate steps are not followed.

CONVERSION UNITS FOR CATEGORY H WEAPONS

When a conversion unit is sold to a licence holder for the purposes of sports/target shooting a Form 10 is required to be forwarded to Weapons Licensing Branch. The licence holder is also required to provide a letter/certificate signed by a member of the governing body of the club which can be attached to the Form 10. The letter/certificate should state the applicant is a current member of the club and the applicant is required to use the weapon/conversion unit to engage in shooting activities.

WARRANTY REPLACEMENT/REPAIR ON FIREARMS

The need to identify which weapon is being replaced/repared under warranty is essential. When completing the Form 10 for weapons being returned for warranty repair or replacement, please note this in legible writing and note the weapon involved.

FORM 31's

Under the legislation only the holders of an Armourer's licence or person approved by the Commissioner can certify a firearm permanently inoperable. There have been a number of instances of Form 31's being issued under a Dealers Licence Number. When completing Form 31's please ensure the Armourers Licence Number is entered in the licence number section of the form and NOT the Dealers Licence Number. This will enable staff to process these forms more efficiently.

CATEGORY 'R' WEAPONS

Category 'R' weapons can only be stored, manufactured, modified or repaired by an Armourer who is licensed for this category. The legislation expressly prevents Firearm Dealers from dealing with category 'R' weapons other than for brokerage.

RENOVATIONS/MOVING/PURCHASING NEW PREMISES

For Dealers or Armourers planning on renovating, moving or purchasing new premises it is recommended you contact the Inspections Team, Weapons Licensing Branch, on 3015 7791 at the earliest opportunity to assist in determining the suitability of your proposed secure storage facility. This will ensure you do not commit yourselves to construction of a facility that may not be compliant with the Weapons Act and Regulations.

PREVIOUS DEALERS/ARMOURERS NEWSLETTERS

Dealers/Armourers Newsletters contain important information for licensed Dealers and Armourers. Should you require previous newsletters please consult the Weapons Licensing page on the Queensland Police Service Website or telephone Weapons Licensing Branch.



M.J. CROWLEY
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