



GUIDE TO FORM 1 APPLICATION FOR A LICENCE (Under the *Weapons Act 1990*)

Note: ALL DOCUMENTATION IS REQUIRED PRIOR TO LODGING YOUR APPLICATION or the application will be rejected.

09/09
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When completing this application refer to the comments noted on the left side for each respective section.

1. All applicants are required to provide a genuine reason for possessing a weapon. What information is required to support my genuine reason for possessing a weapon?

The genuine reasons for possession of a weapon are outlined in Section 10 of the Form 1 Application for a Licence. The required documentation and information required to support your application for a licence are outlined in the Form 1 Annexure that pertains to your specific genuine reason.

2. Where do I obtain a Form 1 Application for a Licence and a Form 1 Annexure relevant to my genuine reason?

Form 1 Application for a Licence and Form 1 Annexures are available on-line at www.police.qld.gov.au or at all Queensland police stations.

3. What do I need to provide when applying for a licence?

When applying for your licence you will need to provide:

- A completed Form 1 Application for a Licence;
- A completed Form 1 Annexure relevant to your genuine reason and all supporting documentation or information outlined in the Annexure;
- A completed QP 0415 Firearms List (if applicable, refer to No. 5);
- A completed Form 30 Proof of Identity Declaration (refer to **Note** below);
- A copy of evidence of completed safety course (refer to No. 4); AND
- Two good quality passport-sized colour photographs approximately 3.5 cm × 4.5 cm, not more than six months old and endorsed by the independent person who completed the Form 30 Proof of Identity Declaration (refer to **Note**).

Note: If you are the holder of a current Weapons Act licence of another type, you are not required to complete another Form 30 Proof of Identity or supply recent photographs unless a period of more than 3 years has elapsed since you provided proof of identity, or the current licence card does not reflect an accurate likeness of you (e.g., have you grown or removed a beard since the issue of that licence?).

4. Do I need to do a safety course?

Yes. You have to satisfy the authorised officer you have adequate knowledge of safety practices for the use, storage and maintenance of a weapon, or category of weapon, the possession of which is to be authorised by a licence.

For the issue of a licence other than a security licence (guard) you must on application:

- (i) present a 'Statement of Attainment' for a safety training course for weapons completed within the previous 12 month period; or
- (ii) be the holder of a current licence authorising you to possess and use the category of weapon issued interstate or overseas; or
- (iii) be applying for a new collector's, concealable firearms or minor's licence within 6 months of the expiry of a former licence of that type with the same categories.

Recognition of Prior Learning (RPL)

ONLY an approved Registered Training Organisation (RTO) can grant recognition of prior learning. Each RTO may grant credit upon substantiation of the applicant's claim through a formal process of RPL.

Applicants who have completed an appropriate, alternative formal training or who through prior work or life experiences believe they possess the skills and competencies relating to the use and maintenance of firearms may be granted recognition or prior learning (RPL) toward the course.

If you have NOT undertaken the safety course at the time of lodgement, attach a letter outlining the reason why.

5. How do I register firearms in my possession?

If you are in possession of any firearms that have been previously registered to you in another state or country, you must complete the attached QP 415 Firearms List. You are also required to provide proof of registration in another state or country with your application. If you are unable to provide proof of registration, you must make application for a Form 27 Permit to Acquire at your local police station to register the firearm(s). Alternatively, if you are from a country where registration of firearms is not applicable, you must provide a signed statutory declaration outlining how long you have possessed the firearm(s).

6. How do I lodge my application?

Your application must be lodged in person at your local Queensland police station. Prior to lodging your application, please ensure you have read through the application form and annexure carefully.

7. Do I need to pay a fee for my application?

Yes. At the time of making application you are required to pay an application fee and a specific fee dependant on the type of licence and the number of years you wish to have the licence issued for.

8. How long can my licence be issued for?

The maximum period that a licence is issued for is no more than 5 years. There are some licence types that are only issued for a period of 1 year.

9. How long will it take to get a licence?

There is a minimum waiting period of 28 days before your licence application will be processed. Every effort will be made to have your application processed as soon as practicable after the 28 day period.

10. How do I need to store my firearms/weapons?

Firearms must be kept unloaded other than when being used to shoot, except where the firearm is being used under a security licence (guard), while the firearm is loaded for the purpose of repairs or the firearm is being used by a person doing an approved course of instruction under the supervision of an approved firearms licence (instructor).

Firearms must be stored in a secure storage facility in the state of Queensland, unloaded in a locked container with the bolt removed or the action broken.

For category D, H or R firearms, the container must be a rigid structure made of solid steel and be bolted to the frame or floor of a permanent building.

For category A, B, C or M firearms, the container must be a rigid structure made of solid steel or timber and if it weighs less than 150 kg, be securely fixed to the frame or floor of a permanent building.

The container must also have a sturdy combination lock, keyed lock or keyed padlock and always be kept locked when the firearm is not in use.

Collectors, other than collectors who possess no more than 30 weapons other than category H, and licence holders who possess more than a total of 30 category A, B, C or D weapons or 30 category H weapons are required to have a higher standard of storage. Weapons must be stored unloaded in a locked container, or locked gun rack, in a locked room. Alternatively, weapons may be stored in a locked vault.

Businesses including dealers, armourers, theatrical ordnance suppliers and security organisations also require a higher standard of storage. Refer to sections of the *Weapons Act 1990* and *Weapons Regulation 1996* for specific storage measures relevant to the class of licence.

11. What are the categories of firearms/weapons?

Under the *Weapons Act 1990* firearms are defined with other different restricted items in different categories of weapons.

There are several categories of weapons, including firearms, broken into categories A, B, C, D, E, H, M, R, and restricted items.

Category A Weapons

Each of the following is a category A weapon if it has not been rendered permanently inoperable:

- A miniature cannon under 120 cm in barrel length that is a black powder and muzzle loading cannon, depicting a scale model of an historical artillery piece or naval gun.
- An air rifle.
- A blank-fire firearm at least 75 cm in length.
- A rimfire rifle (other than a self-loading rimfire rifle).
- A single or double barrel shotgun.
- A powerhead.
- A conversion unit is also a category A weapon.

Category B Weapons

Each of the following is a category B weapon if it has not been rendered permanently inoperable:

- A muzzle-loading firearm.
- A single shot centre fire rifle.
- A double barrel centre fire rifle.
- A repeating centre fire rifle.
- A break action shotgun and rifle combination.
- A conversion unit is also a category B weapon.

Category C Weapons

Each of the following is a category C weapon if it has not been rendered permanently inoperable:

- A semiautomatic rimfire rifle with a magazine capacity no greater than 10 rounds.
- A semiautomatic shotgun with a magazine capacity no greater than 5 rounds.
- A pump action shotgun with a magazine capacity no greater than 5 rounds.

Category D Weapons

Each of the following is a category D weapon:

- A self-loading centre fire rifle designed or adapted for military purposes or a firearm that substantially duplicates a rifle of that type in design, function or appearance.
- A non-military style self-loading centre fire rifle with either an integral or detachable magazine.
- A self-loading shotgun with either an integral or detachable magazine with a capacity of more than 5 rounds and a pump action shotgun with a capacity of more than 5 rounds.
- A self-loading rimfire rifle with a magazine capacity of more than 10 rounds.

Category E Weapons

- A bulletproof vest or protective body vest or body armour designed to prevent the penetration of small arms projectiles is a category E weapon.

Category H Weapons

- A firearm, including an air pistol and a blank-fire firearm, under 75 cm in length, other than a powerhead, is a category H weapon, regardless of whether it has been rendered permanently inoperable.
- A conversion unit is also a category H weapon.
- This section does not apply to a powerhead or category C, D or R weapon.

Category M and R Weapons/Restricted Items

- Refer to the *Weapons Categories Regulation 1997* or the Weapons Licensing Branch web page.

For further information or assistance, please contact:

Weapons Licensing Branch on **(07) 3015 7777** between the hours of 8 am and 4 pm Monday to Friday
or by email at [**weaponslicensing@police.qld.gov.au**](mailto:weaponslicensing@police.qld.gov.au)

On-line information can be obtained from the Weapons Licensing Branch web page at [**www.police.qld.gov.au**](http://www.police.qld.gov.au)

4. BUSINESS DETAILS

This section applies only if the applicant is a body, e.g.:

- dealer
- armourer
- security organisation
- theatrical ordnance supplier.

Registered business name

Property name/ Lot on plan

Street number and name

Suburb/Locality

State Postcode

ABN/ACN

Business Postal Address (if different from above)

Postal address (e.g., PO Box)

Suburb/Locality

State Postcode

5. STORAGE FACILITY DETAILS

Refer to the 'Guide to Form 1 Application for a Licence' attached to this application for further information relating to storage requirements.

You must have access to secure storage facilities, in QLD, regardless of whether you possess weapons or not.

I hereby declare that I have access to a secure storage facility located at (Full address/location details)

Property name/ Lot on plan

Street number and name

Suburb/Locality

State **QLD** Postcode

and it complies with the *Weapons Act 1990* and the *Weapons Regulation 1996*.

6. FIREARMS LICENCE HISTORY

If you are in possession of a firearm(s) you must complete the enclosed QP 415 Firearms List, and proof of registration in another state or country. Alternatively, you may be required to make an application for Form 27 Permit to Acquire.

Refer to the 'Guide to Form 1 Application for a Licence' for further information.

Have you ever in Queensland or elsewhere been issued with a licence or authority relating to firearms or weapons? Yes No **If 'NO', proceed to Section 7**

Licence number State issued

(Only one required)

Date issued Expiry date

Day Month Year Day Month Year

Are you in possession of any firearms to be registered to this licence? Yes No

If YES, please refer to additional information in the left column.

7. MEDICAL HISTORY

If you have answered 'yes' to any of the questions, you must provide full written details of the illness/injury and details of the treatment.

Please indicate if you have **EVER** required treatment for any of the following (cross appropriate box(es)):

(a) serious sight impairment Yes No (d) psychiatric or emotional problems Yes No

(b) fits, dizziness or blackouts Yes No (e) alcohol or drug related problems Yes No

(c) head injuries Yes No

A doctor's certificate is to be provided to certify the condition(s) DOES NOT affect your ability to possess or use a firearm.

8. FURTHER INFORMATION

If you have answered 'yes' to any of the questions in this section, you must provide full written details.

Have you in Queensland or elsewhere **EVER** been the subject of a domestic violence order regardless of outcome or cessation of time? Yes No

Have you in Queensland or elsewhere **EVER** been charged with an offence? Yes No

Have you in Queensland or elsewhere **EVER** been the subject of a firearms prohibition order? Yes No

Have you in Queensland or elsewhere **EVER** been refused a licence or authority for a firearm or weapon? Yes No

Have you in Queensland or elsewhere **EVER** had a licence or authority for a weapon that has been cancelled, disqualified, suspended or revoked? Yes No

9. APPROVED COURSE IN SAFETY TRAINING FOR WEAPONS

If 'yes', attach a certified copy of your certificate.

Have you in Queensland or elsewhere completed an approved course in safety training for weapons? Yes No

If NO, outline reasons why safety course not completed. Refer to No. 4 of 'Guide to Form 1 Application For A Licence'.

Note: The 'Statement of Attainment' issued at successful completion of the approved firearms safety training course is valid for a period of twelve months after issue.

10. GENUINE REASON

Please select your 'genuine reason' by crossing (x) the appropriate box(es) and complete the required Annexure(s).

The Annexure(s) are available on-line at www.police.qld.gov.au or at any Queensland Police Station.

Include all required documentation relevant to your genuine reasons to enable the Authorised Officer to determine your application.

If more than one 'genuine reason' is sought for the same licence type, documentation for each genuine reason **MUST** be included.

Legislation restricts the use of weapons to the following approved purposes. Please select your 'genuine reason' by crossing the appropriate box(es) and complete the required Annexure(s).

Sports or Target Shooting

Complete and attach a *Form 1 Annexure—Sports or Target Shooting.*

Recreational Shooting

Complete and attach a *Form 1 Annexure—Recreational Shooting/Fishing.*

Note: Minors are NOT eligible to apply for recreational shooting.

An Occupational Requirement

Select your genuine reason by crossing the box for your occupational requirement

Occupational requirement for Rural Purposes

Complete and attach a *Form 1 Annexure—Occupational—Rural Purposes.*

Occupational/Government Service Entity/Animal Control

Complete and attach a *Form 1 Annexure—Occupational—Other.*

Commercial Fisher/Commercial Wildlife Harvester/Accredited Game Meat Harvester

Complete and attach a *Form 1 Annexure—Occupational—Other.*

Dealer's Licence

Complete and attach a *Form 1 Annexure—Occupational—Dealer's.*

Complete and attach a *Form 34 Licensed Dealer's Associate Details.*

Armourer's Licence

Complete and attach a *Form 1 Annexure—Occupational—Armourer's.*

Security Licence (Guard)—Employee

Complete and attach a *Form 1 Annexure—Occupational—Security.*

Security Licence (Guard)—Sole Provider

Complete and attach a *Form 1 Annexure—Occupational—Security.*

Security Licence (Guard)—Business

Complete and attach a *Form 1 Annexure—Occupational—Security.*

Security Licence—Organisation

Complete and attach a *Form 1 Annexure—Occupational—Security.*

Firearms Licence (Instructor)

Complete and attach a *Form 1 Annexure—Occupational—Other.*

Firearms Licence (Other)—including Paintball Employee

Complete and attach a *Form 1 Annexure—Occupational—Other.*

Collection by a collector of weapons

Select your genuine reason by crossing the box for your requirements as a collector.

Collector (Heirloom)

Complete and attach a *Form 1 Annexure—Collector's.*

Collector (Weapons)—Personal

Complete and attach a *Form 1 Annexure—Collector's.*

Collector (Weapons)—Clubs, Societies, Private Museums, etc.

Complete and attach a *Form 1 Annexure—Collector's.*

Military Re-enactment or historical demonstration

Complete and attach a *Form 1 Annexure—Other Reason(s).*

For a sporting organisation to possess a firearm to start sporting event (Blank-fire)

Complete and attach a *Form 1 Annexure—Other Reason(s).*

For a theatrical organisation to possess a firearm for a theatrical production

Complete and attach a *Form 1 Annexure—Other Reason(s).*

Group Licence (Business firearms, Club firearms, etc.)

Complete and attach a *Form 1 Annexure—Other Reason(s).*

Miscellaneous Licence (Martial Arts, Historical, Military, Crossbow)

Complete and attach a *Form 1 Annexure—Other Reason(s).*

Complete and attach a *Form 1 Annexure—Historical or Military Re-enactment—Category M Crossbows.*

11. CHECKLIST OF SUPPORTING DOCUMENTATION

Check that all required documentation is attached to this application.

	Yes	N/A
<ul style="list-style-type: none"> • I have attached proof that my name has changed as required by Section 2 of this form. <i>(If yes, please state the type of proof, e.g., Marriage Certificate, Deed Poll Certificate.)</i> 	<input type="checkbox"/>	<input type="checkbox"/>
<input style="width: 100%;" type="text"/>		
<ul style="list-style-type: none"> • I have attached proof of my address as required by Section 3 of this form. <i>(State type of proof, e.g., rates notice, electricity/gas accounts not more than twelve months old.)</i> 	<input type="checkbox"/>	<input type="checkbox"/>
<input style="width: 100%;" type="text"/>		
<ul style="list-style-type: none"> • My secure storage facility complies with the <i>Weapons Act 1990</i> and <i>Weapons Regulation 1996</i>. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • I have attached details of my storage facility as required by Section 5 of this form. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • I have attached evidence of my current/expired weapons licence as required by Section 6 of this form. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • I have attached the QP415 Firearms List detailing the weapons to be registered under the above licence as required by Section 6 of this form (<i>Section 5 Weapons Regulation 1996</i>). 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • I have attached details of my medical history as required by Section 7 of this form. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • I have attached details of the following information as required by Section 8 of this form: <ul style="list-style-type: none"> Domestic Violence Order(s) <input type="checkbox"/> Charged with any offence(s) <input type="checkbox"/> Firearms prohibition order(s) <input type="checkbox"/> Weapons licence(s) cancelled, disqualified, suspended or revoked. <input type="checkbox"/> 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • I have attached a certified copy of my 'Statement of Attainment' of an approved weapons training course in safety training for weapons, as required by Section 9 of this form. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • I have signed and attached the Annexure relevant to this application AND attached all supporting documentation as applies to my genuine reason as required by Section 10 of this form. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • I have attached Form 30 Proof of Identity Declaration and two passport-sized colour photographs endorsed as shown on the Declaration. (if required) <i>(Refer to No. 3 of the 'Guide to Form 1 Application for a Licence'.)</i> 	<input type="checkbox"/>	<input type="checkbox"/>

12. CERTIFICATION

This section must be completed in front of a designated member of the Queensland Police Service.

I certify that the information I have given is true and correct in every detail

AND

I have attached the Annexure(s) relevant to this application.

Signature of applicant

Date

Day Month Year

Privacy Collection Statement

The collection of this information is authorised by the *Weapons Act 1990*. The information will be used for the administration and enforcement of the *Weapons Act 1990*. The QPS may disclose some or all of this information to other State and Federal Government agencies as provided for by legislation or in accordance with the *Information Privacy Act 2009*.



QUEENSLAND POLICE SERVICE



FIREARMS LIST

I wish to have these firearms registered to licence number: _____

EXAMPLE

Category: <u>B</u>	Action: <u>BOLT ACTION</u>
Make: <u>STURM RUGER</u>	Model: <u>M77</u>
Serial no.: <u>150-12345</u>	Calibre: <u>.243</u> Mag. cap.: <u>5</u>
Barrel length (mm): _____ (Handgun only)	Overall length (mm): _____ (Handgun only)

PLEASE COMPLETE IN BLOCK LETTERS

Category: _____	Action: _____
Make: _____	Model: _____
Serial no.: _____	Calibre: _____ Mag. cap.: _____
Barrel length (mm): _____ (Handgun only)	Overall length (mm): _____ (Handgun only)

Category: _____	Action: _____
Make: _____	Model: _____
Serial no.: _____	Calibre: _____ Mag. cap.: _____
Barrel length (mm): _____ (Handgun only)	Overall length (mm): _____ (Handgun only)

Category: _____	Action: _____
Make: _____	Model: _____
Serial no.: _____	Calibre: _____ Mag. cap.: _____
Barrel length (mm): _____ (Handgun only)	Overall length (mm): _____ (Handgun only)

Category: _____	Action: _____
Make: _____	Model: _____
Serial no.: _____	Calibre: _____ Mag. cap.: _____
Barrel length (mm): _____ (Handgun only)	Overall length (mm): _____ (Handgun only)

Category: _____	Action: _____
Make: _____	Model: _____
Serial no.: _____	Calibre: _____ Mag. cap.: _____
Barrel length (mm): _____ (Handgun only)	Overall length (mm): _____ (Handgun only)

Category: _____	Action: _____
Make: _____	Model: _____
Serial no.: _____	Calibre: _____ Mag. cap.: _____
Barrel length (mm): _____ (Handgun only)	Overall length (mm): _____ (Handgun only)

If you have more firearms than on this list, please complete a further list in this format or photocopy this page and attach to your applications. To establish barrel measurement for handguns, refer to Section 68A of the *Weapons Regulation 1996*.



(POLICE USE ONLY)



APPLICATION FOR A LICENCE

FORM 1

Cover Sheet

QUEENSLAND Weapons Act 1990 Section 13

WEAPONS LICENSING BRANCH

Grid for Police Station

POLICE STATION OR

Large box for Police Station Stamp

POLICE STATION STAMP

PERSON RECEIVING THE APPLICATION FOR A LICENCE

Police check

Driver Licence checkbox

QPRIME checkbox

Intel/Other (specify) checkbox

Text box for Intel/Other details

Documentation attached (Where applicable)

Form 1 checkbox

Annexure to Form 1 (See Form 1, Section 10) checkbox

List of weapons to be registered (Completed QP 415) checkbox

Statement of Attainment (See Form 1, Section 9) checkbox

Proof of change of name (See Form 1, Section 2) checkbox

Other documentation (See Form 1, Section 11) checkbox

Proof of Address (See Form 1, Section 3) checkbox

Form 30 and two passport-sized photographs checkbox

Date fields for Day, Month, Year

Police station receipt no. grid

Amount received \$ grid and fee calculation

For assistance please telephone Weapons Licensing Branch on (07) 3015 7777

Signature box for designated receiving member

Signature of designated receiving member

Name text box

Rank and Reg. no./Level and payroll no. text box

OFFICER IN CHARGE RECOMMENDATION

This application is:

Recommended checkbox

Not recommended for reasons attached checkbox

Name text box

Rank and Reg. No. text boxes

Signature box

Signature

Due to legislative timeframe restrictions, please ensure all documents are forwarded to Weapons Licensing Branch as soon as possible.

Date fields for Day, Month, Year



FORM 30

Queensland
Weapons Act 1990
Section 13(1)(c)(ii)



Ver. 6 — 21/09/2009
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PROOF OF IDENTITY DECLARATION

You are required to provide proof of identity and two new, good quality, passport-sized colour photographs with your application for a licence, and within three years for subsequent licence renewal or replacement.

1. PROOF OF IDENTITY DECLARATION

Please use BLOCK LETTERS in dark pen only.
To be completed by person SUPPLYING this declaration.

In order to establish the correct identity of the person applying for the licence, the Authorised Officer needs someone else to complete the Proof of Identity Declaration.

The Queensland person who makes this Proof of Identity Declaration must:

- NOT be related by birth or marriage/ de facto relationship;
• have known you for at least one year;
• write on the back of both photographs 'This is a true photograph of (applicant's name) and sign their usual signature;
• be over the age of 18;
• be recorded on the electoral roll at their current Queensland address for at least 12 months; and
• provide a CURRENT Queensland driver licence number, Weapons Act licence number, or passport number.

You are required to provide proof of identity and two new, good quality, passport-sized colour photographs with your application for a licence, and within three years for subsequent licence renewal or replacement.

Form section for personal details including Family name, Given name(s), Address on Electoral Roll, Contact details, and Identification type.

2. APPLICANT/REPRESENTATIVE DETAILS

To be completed by the applicant for this licence.

Form section for applicant details including Family name, Given name(s), Date of birth, and Weapons licence no.

3. APPLICANT CERTIFICATION

To be completed by the applicant for this licence.

If the form is not completed correctly and/or appropriate documentation is not provided at the police station, you may incur a delay in processing.

Form section for certification including Applicant's signature and Photograph of applicant.

Privacy Collection Statement

The collection of this information is authorised by the Weapons Act 1990. The information will be used for the administration and enforcement of the Weapons Act 1990.