

Application for a Visitor's Firearm/Shot Gun Permit

I am applying for (tick ✓ box which applies)

- a Visitor's Firearm Permit**
- a Visitor's Shot Gun Permit**

Please read all the notes on this form carefully before completing this application.

Write in BLOCK CAPITALS throughout except when signing.

* This form should be used to apply for a Visitor's Firearm/Shot Gun Permit. It should be completed by a person resident in Great Britain on behalf of a visitor who wishes to possess firearms to which section 1 of the Firearms Act 1968 applies, or possess, purchase or acquire any ammunition to which that section applies whilst in Great Britain or to possess a shot gun to which section 2 of the Act applies.

- * The person making the application is referred to in this form as the Sponsor. The completed form should be sent to the Sponsor's local chief officer of police.
- * Firearms to which section 1 applies include any smooth bore gun which has a barrel with a length of less than 60.96 cm (24 inches) or a bore greater than 5.08 cm (two inches) in diameter, or which has a non-detachable magazine capable of holding more than two cartridges, or a detachable magazine.
- * **It is an offence for any person knowingly or recklessly to make a false statement for the purpose of procuring the grant of a permit.**

Part A Sponsor's details To be completed by sponsor

1 Title (Mr, Mrs, Miss, Ms, Dr, etc.)

2 Surname

3 Forename(s)

4 If you have at any time used a name other than those quoted at **2** and **3** above, please give details (including in the case of a married woman, surname before marriage)

5 Date of birth (DD/MM/YY)

6 Address

Post Code Daytime telephone number

7 If you hold a firearm or shot gun certificate or firearms dealer's certificate of registration, give details

8 If you are submitting this application as a representative of a shooting organisation, give details

Name of organisation

Position held

9 What arrangements have been made for the safekeeping of the visitor's firearms and ammunition whilst in Great Britain?

Part B Individual visitor's details To be completed by either the sponsor or the visitor

10 Title (Mr, Mrs, Miss, Ms, Dr, etc.)

11 Surname

12 Forename(s)

13 Date of birth (DD/MM/YY)

14 Nationality

15 Permanent address

16 Address of visitor whilst in Great Britain

Post Code

17 If the visitor has been convicted of any offence (including by courts outside Great Britain), give details

Part C Continued

28 If any member of the group has been convicted of an offence (including by courts outside Great Britain), give details

29 Give reason(s) for the members of the group requiring the firearms/shot guns and ammunition specified in **25** and **26**.

30 Do any members of the group intend to participate in an established shooting event/competition?

No Yes If 'Yes', give details

If 'No', please give details of where the members of the group intend to use the firearms/shot guns and ammunition

31 Period for which the permits need to be valid from (DD/MM/YY) to (DD/MM/YY)

For official use only

Fee paid £

Signature

Receipt number

Rank/number

Date

Station

Part D Application and declaration by sponsor

To be completed by the sponsor.

**Delete as applicable*

I hereby apply to the chief officer of police on behalf of

* the person named in **Part B** above
or

* the persons in the group specified in **Part C** above

for *a Visitor(s) Firearm Permit/*Visitor(s) Shot Gun Permit

I declare that, to the best of my knowledge and belief, the above information is true.

Usual signature

Date (DD/MM/YY)

This form must be accompanied by the appropriate fee.

Notes

Before submitting this application please ensure that:

- (i) All relevant sections have been completed
- (ii) You have signed the application
- (iii) You have enclosed the correct fee.

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Data Protection Act 1984

Personal data supplied may be held or verified by computer.

Who can apply for a visitor's permit?

Applications for visitor's permits must be made on behalf of the visitor, to the Chief Officer of Police, by a person resident in that area (Grampian). This person is referred to as the SPONSOR.

Who can be a SPONSOR?

In most cases a SPONSOR will him/herself be a certificate holder, but this is not a requirement. The SPONSOR may be a private individual, or may make the application in the capacity of a club, shooting syndicate, country estate or shooting organisation.

What forms do I need?

Applications must be made on [Form 107](#) . Forms can be obtained from either your local police, by contacting the Firearms Licensing Department by telephone on 0845 600 5 700 or by downloading from the internet on <http://www.grampian.police.uk/firearms/forms/fir107.pdf>.

What documentation is required?

All information necessary will be provided by the SPONSOR to whom all subsequent enquiries will be made. Members of European Union (EU) countries must be in possession of a valid European Firearms Pass (EFP) which **must** be forwarded with the application for endorsement along with all *additional documentation*. The SPONSOR must provide one or more of the following:

- European Firearms Pass – This **must** be the valid original document, not a fax or photocopy.
- Other valid firearms permits (for countries outside the EU) issued by a national authority which imposes checks and restrictions on the possession and use of firearms (as used in some Scandinavian countries).
- A current letter from the local police (or in the case of the United States, Sheriff's Department) verifying the visitor is of good character.

What type of information does the form require?

Part A

Personal details - All SPONSORS are liable for checks to be made such as Criminal Intelligence etc. in order to establish their *bona fides*.

Security arrangements – SPONSORS **must** provide information about the arrangements for the safekeeping of the visitor's firearms and ammunition whilst in Great Britain. These security arrangements WILL BE CHECKED therefore the SPONSOR **must** provide a detailed description. The security must be in accordance with the Home Office 'Firearms Security Handbook', published 2005 as a minimum acceptable level.

Part B

Visitor's details for *individual application only* (for group application see Part C) – The SPONSOR or the visitor must provide personal details of the applicant and details of any previous convictions.

Details of firearms – exact details of all firearms and/or shotguns to be possessed by the visitor whilst in Great Britain.

Details of ammunition – detail the maximum amount of ammunition to be possessed/purchased and/or acquired by the visitor.

Shotgun purchase by visitor – detail whether or not the visitor intends to purchase a shotgun whilst in Great Britain.

Good Reason – the visitor must have good reason for each firearm, shotgun and ammunition required by the visitor.

Where– detail exactly where the visitor intends to shoot or at which sporting event. The land WILL BE CHECKED for suitability.

When – exact dates of visit/s must be provided. Passes will not be issued for extended periods without specific dates for each and every visit.

Part D

The declaration – Note* - any application received without the correct fee will be returned to the SPONSOR.

How much does it cost?

An individual application currently costs £12.00 per person.

Group applications can be made for parties of between 6 and 20 people provided:

- They are all shooting at the same location
- They are all shooting at the same time or
- Are participating in the same event or competition

In such circumstances a reduced total fee is payable, currently £60.00.

How long does it take?

No guarantee can be given however SPONSORS should allow **at least 28 days** for any enquiry to be carried out fully. Applications should be made well in advance of the required date/s to allow proper enquiries to be made. Any incorrect or incomplete application forms will be returned to the SPONSOR which may incur further delays. Grampian Police cannot accept liability for any loss to the visitor where any of the above apply.

What's the criteria for granting an EFP?

A Chief Officer of Police must not grant a permit to any person in respect of whom he has reason to believe:

1. That his possession of the ammunition or weapons in question would represent a danger to public safety or to the peace; or
2. That he is prohibited from possessing such weapons or ammunition. If the grant is not precluded on the above grounds, the Chief Officer of Police must be satisfied that:
 1. The applicant is visiting or intends to visit Great Britain; and either
 - a) In the case of a visitor's firearm permit, the applicant has good reason for having each firearm and the ammunition to which the permit relates in his possession, or, as respects ammunition, for purchasing or acquiring it whilst a visitor to Great Britain; or
 - b) In the case of a visitor's shotgun permit, the applicant has a good reason for having each shotgun to which the permit relates in his possession, or for purchase or acquiring it, whilst he is a visitor to Great Britain.

What should I do when I receive the permit?

When a permit is granted it will be sent to the SPONSOR who should forward it to the visitor in his country of origin, for presentation to customs on his arrival in Great Britain. The visitor's permit will be accepted in lieu of a Department of Trade & Industry import licence. Failure to produce the permit at the time of importation may render the firearms/shotguns liable to detention or seizure.

What happens if the permit is refused?

Should an application for the grant of a visitor's permit be refused there is no right of appeal. However notification of such refusals will, circumstances allowing, be detailed by letter in good time to prevent any unnecessary travel costs.



**Firearms and Explosives Licensing Department
Force Headquarters
Queen Street
Aberdeen
AB10 1ZA**

Tel: 0845 600 5 700

Fax: 01224 306013

Email: firearms.licensing@grampian.pnn.police.uk

<http://www.grampian.police.uk>

The Firearms Licensing Department are committed to providing a prompt and efficient service within the Grampian Police Force area. We provide a licensing service for all aspects of Firearms, Shotguns and Explosives whether for private or business use.

Our priority is to support the legal, safe and secure possession of Firearms, Shotguns and Explosives throughout the Force area. We aim to provide a safe environment for visitors to the Grampian Police Force area at all times. Sponsors can play their part by ensuring every care is taken to complete application forms timeously and accurately and provide the correct documentation. If this is done our commitment to you, the sponsor, is to provide a prompt, efficient and safe service within the terms of the Firearms Acts 1968 – 1997.