

MUSEUM LICENCE APPLICATION CHECKLIST

- Application made on 'Application for – Corporate / Museum* - Licence' – PF439.
- The applicant has completed all parts of the form.
- The applicant has provided documentary evidence to support the application as:
 - A museum within the meaning of the *Museums and Art Galleries Act*, or
 - A museum maintained by a Northern Territory branch of the Returned and Services League, or
 - An Australian Registered Company operating a private museum in the Territory as a commercial venture, or
 - An Incorporate Association registered in the Territory which operates a private museum as a commercial venture, or
 - A Territory or Federal Government Department, or
 - Another non-person entity approved by the Officer in Charge, Firearms Policy and Records Unit.
- The applicant has provided the details of the person who will be the representative of the holder of the licence.
- The applicant has provided the details of the person(s) who will be responsible for the security of the firearms held on the licence.
- Safe Storage arrangements are to be inspected on each and every reissue and a PROMIS Case has been raised and tasked to the responsible Police Station to undertake the inspection.
- Payment has been made and a receipt issued.
- The application has been added to SAFER, including if required, a PROMIS ID being created.
- The receiving member has signed the application.