

## SHOOTERS LICENCE APPLICATION CHECKLIST

- Application made on 'Application for – Shooters Licence / Sport Shooters Permit / Cat H Sport Shooters Licence / Junior Club Licence\*' – PF444.
- The applicant has completed all parts of the form.
- The applicant has provided 100 points of identification ('Proof of Identity' – PF490).
- The applicant has signed and dated the application.
- The applicant has provided the required supporting documentation to establish a Genuine Reason and if required a Genuine Need for a restricted category of firearm.
- The applicant has satisfied the Firearm Safety & Training requirements of the Act:
  - The applicant is holder of a current licence or an equivalent interstate licence, or
  - The applicant has previously held a licence of the same type in the Territory and that licence has expired less than 3 months prior, or
  - In respect to Category A and B firearms, the applicant has completed the approved Interim Firearms Examination, or
  - In respect to Category C & H firearms, the applicant has completed an industry specific Firearm Safety & Training Course with an approved Instructor within the proceeding 5 years, and a certificate is attached.
- The applicant has satisfied the Safe Storage provisions of the Act:
  - Safe Storage arrangements already recorded (for Inspection of Premises and Self Declarations only), or
  - The applicant has provided proof of a gun safe and completed the self declaration ('Declaration of safekeeping storage of firearms' - PF491) to that effect, or
  - The applicant has a provided proof of storage with another licence holder ('Permission to store firearms notice' - PF492) (to be supplied with every reissue of licence), or
  - The applicant requires their Safe Storage arrangements to be inspected. 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.
- A Photograph of the applicant has been obtained in accordance with the approved method.
- A PROMIS and IJIS check have been completed and the results noted in the provided fields on the rear of the application form.
- The receiving member has signed the application.