

INSTRUCTORS LICENCE APPLICATION CHECKLIST

- Application made on 'Application for an Instructors Licence' – PF486.
- The applicant has completed all parts of the form.
- The applicant has provided 100 points of identification.
- 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 provided documentary evidence as to their qualifications to deliver firearms training*. (* Only required for initial application and not required for subsequent applications)
- 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.
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- 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.
- The receiving member has signed the application.