



Read the information sheet before completing your application.

Where to lodge your application

Application for a NT firearms licence must be lodged in person at a NT Police station. An application cannot be mailed or emailed to the Firearms Policy and Recording Unit (FPRU).

All NT firearms licence applications within the greater Darwin and Palmerston area (Darwin, Casuarina, Palmerston, and rural areas) are to be lodged at the Palmerston Police Station during business hours (8am–5.00pm Monday to Friday, excluding public holidays). All applications for a licence outside this area can be lodged at any NT Police station.

There is no renewal system in the NT

Every application is a new application under the [NT Firearms Act 1997](#) (the Act), and all supporting documentation must be provided on each occasion.

Any application for a re-issue of an expiring licence should be submitted at least 6 weeks prior to the licence expiration date.

General information

- clubs must provide a copy of the clubs constitution
- proof of Incorporation
- details of their club representative
- details of the club committee members including
 - full name
 - position on the committee
- clubs must be affiliated with the appropriate national or international body that administers the particular shooting discipline
- provide a list of current club members
- provide a list of firearms owned by the club
- documentation of last range inspection
- clubs are responsible to keep records of
 - the names and addresses of all present and past members for the firearms club
 - the financial status of members
 - particulars of competition shooting and events organised or co-ordinated by the firearms club
 - the names of range officers and other persons responsible for conducting competition shooting and events
- firearms club licence is valid for 5 years
- incomplete applications will not be accepted
- provide all supporting documentation at the time of submission
- payment must be made at the time the application is submitted.

Club representative

A club representative is to be nominated and is responsible for the management of the licence and the clubs firearms

- the club representative must hold a firearms licence
- the club representative must be a resident of the Northern Territory
- where the club has more than one club representative attach a separate list
- a primary club representative must be nominated.

Firearms categories

The licence category you are applying for is dependent on the type of firearms that you own, propose to acquire or use. Select the firearms category relevant to your 'Genuine Reason' and/or need. More information on firearm categories can be found at [Firearms Categories](#).

Club committee members

Club committee members that have access to the club firearms must hold a current firearms licence

Provide details of the committee members that access the club registered firearms

- full name
- Position on the committee.

Storage and safekeeping of firearms

Applicants must comply with the storage requirements outlined in the [NT Firearms Regulations 1997](#) (Schedule 2 and 3), and ensure you are aware of what is required for the storage and safekeeping of your firearms. More information can be found at [Firearm Storage Requirements](#).

Applicants must accompany a storage form with their firearm application.

- Self-storage
(Attach PF482 Permission to inspect premises (First time applicants/new safe/new location))
- Storage with the dealer or another licence holder
(Attach PF492 Permission to store firearms notice)

Particulars of firearms

Firearm Self-Audit. You are required to check and record the details of each firearm, not copy information off previous records or registration certificates. The purpose of this is to ensure our records correctly reflect the firearm details, and to obtain information that may be missing from the current registrations such as models.

List details of the firearm you are intending to hold and/or use under the Firearms club licence.

Information disclosure

All applicants must answer all questions about any criminal history, mental health history, and domestic violence in which you were the involved.

- you must answer all questions truthfully
- you must disclose all DVOs/PVOs/AVOs, even if they have been withdrawn or are no longer in force
- you must disclose all court outcomes where there has been a finding of guilt, even where no conviction was recorded
- if you have been 'fined' as a result of a court appearance, this must be disclosed
- disclose all history including youth offences and all adult charges including spent convictions.

If you are unsure about any of these questions select 'Yes'. National checks will be undertaken during the adjudication process and if you are found to have answered the questions untruthfully your application will be refused and you may face criminal charges.

How long it may take to process your licence

It may take up to 4 to 6 weeks for your application to be processed. To avoid delays:

- ensure your application is complete
- confirm all information is correct
- check all required supporting documents are provided

What you need to bring

- must provide 100 point [proof of identity](#) (Club Representative)
- proof of incorporation
- copy of clubs constitution
- proof of membership with national or international bodies
- proof of last range inspection
- provide a list of current members (if applicable)
- storage and safekeeping form.

Need an Interpreter service?

You can use an interpreter service if you are having difficulty understanding these questions. You can contact the 'Interpreting and Translating Service NT' by phoning: (08) 8999 8506 or 1800 676 254.

Need assistance with your application?

For clarification or enquiries, please contact the Firearms Policy and Recording Unit (FPRU) on (08) 8922 3543 between 8 am and 11am Monday to Friday excluding public holidays or email firearmsregistry@pfes.nt.gov.au