



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

- A firearms museum licence authorises the holder to exhibit and show only firearms of a category specified in the licence.
- a signed letter of intent must be accompanied with the application outlining:
 - reason to collect a firearm including
 - as curiosities or ornaments, or
 - for their historic or artistic or mechanical uniqueness
 - genuine need for each firearm category
- museum licences are issued to registered businesses or corporation rather than individuals
- firearms museum licence is valid for 5 years
- all sections of the application must be completed
- 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.

Firearms categories

The licence category you are applying for is dependent on the type of firearm required to carry out your business. Select the firearms category relevant to your 'Genuine Reason' and/or need. Refer to NT Police website [Firearms Categories](#) for additional information.

Museum representative

A museum representative is to be nominated and is responsible for the management of the licence and the museum firearms.

- a current employee licence (or submit an application for an Employee licence)
- must be a resident of the Northern Territory
- where the museum has more than one museum representative attach a separate list
- a primary museum representative must be nominated

Storage and safekeeping of firearms

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

Applicants must accompany a storage form with their firearm application.

- self-storage
(Attach PF482 – Permission to inspect premises)
- permission to store
(Attach PF492 – Permission to store firearms notice)

Genuine reason

The applicant must select the genuine reason of Museum display when applying for a Museum licence. Refer to the [NT Firearms Regulations 1997](#) Part 2, Division 1, for detailed information on genuine reasons.

Museum display

An applicant for a licence whose genuine reason for possessing or using firearms is museum display must collect firearms for display:

- (a) as curiosities or ornaments; or
- (b) for their historic or artistic value or mechanical uniqueness.

Training

Provide details of the provider / instructor who delivers the firearm training and safety course on behalf of the museum.

Particulars of employees

Employees of the museum that have access to the museum firearms (including office staff that have the requirement to handle any company firearms) must hold a current employee licence.

Provide details of the employees that access the museum registered firearms

- full name
- date of birth
- employee licence number
- residential address

Employee licence and supporting licenses/qualifications/certifications must be valid for the duration of the licence.

It is the responsibility of the club representative to manage the supporting requirements and must inform FPRU of any changes including change to the employment conditions.

An employee licence is automatically suspended when the employee is no longer employed by the corporation to which the employee licence is linked (or corporate licence under which the employee licence is issued).

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 model names.

List details of the firearm you are intending to hold under the Firearms Museum Licence.

What you need to bring?

- must provide 100 point [proof of identity](#) (Business Representative)
- letter of intent
- copy of Business Registration certificate
- 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 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