



Instructions and Information for the Northern Territory (NT) Firearms 'DEALER LICENCE'

General Instructions:

Complete this form if you are applying for NT firearms 'Dealer Licence' and you are the 'Employee Representative' / 'Principal Dealer Nominee'. A firearms Dealer Licence is only granted to a Business / Corporate entity and not to an individual. A firearms Dealer licence authorises the holder to possess, use and deal in only firearms of a category specified in the licence.

Application for a NT firearms 'Dealer Licence' must be lodged **in person** at a NT Police Station.

Applications should not be mailed or emailed directly 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 – 4pm 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.

Each and every application is a new application under the *Firearms Act 1997 (the Act)*, and all supporting documentation must be provided on each occasion.

A Dealer Licence will not be issued until premises is inspected and approval given on each new or reissue of licence application.

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

Proof of NT residency

To be eligible for a NT firearms licence, you must be a permanent resident of the NT and provide proof of residency, evidenced by a **current** NT drivers licence or proof of NT residency, like utilities bill(s) (no more than three months) or electoral enrolment with **current** residential address displayed.

Prior to completing your application, please ensure you have read through the information and requirements. Please refer to the information listed under relevant sections for assistance in completing the application form.

See NT Police website <https://pfes.nt.gov.au/police/firearmsweapons> for more information.

You **must** complete all the sections (write N/A where not applicable) using black or blue pen only and provide all supporting documentation. Applicable licence fee **must** be paid on application.

Please attach additional lists / documentation as applicable and where sufficient space is not available in the application. All information provided must have supporting documentation as required.

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED



Instructions to complete your application

Tick appropriate box to select **NEW** (All applicants) or **Re-issue** (Existing Licence Holders), applicable to NT firearms Dealer Licence holders re-applying, expired or licence due to expire or applying for additional categories of firearms.

Section 1: Firearms Categories

The licence category you are applying for is dependent on the type of firearms that you deal in / propose to deal in or store at the Dealership premises. Select the relevant firearms category.

Category	Firearm Types Applicable to this Form
A	Air rifles Rimfire rifles, other than self-loading (semi-automatic) Shotguns, other than lever action, pump action or self-loading (semi-automatic) Shotgun and rimfire rifle combinations
B	Muzzle-loading firearms (includes Black Powder Shot Guns) Centre-fire rifles, other than self-loading (semi-automatic) Shotgun and centre-fire rifle combinations Lever Action Shotguns (Capacity 5 or less)
C	Self-loading rim fire rifles with magazine capacity of no more than 10 rounds Self-loading (semi-automatic) shotguns with magazine capacity of no more than 5 rounds Pump action shotguns with magazine capacity of no more than 5 rounds All tranquiliser firearms (rifles and pistols)
D	Self-loading (semi-automatic) centre-fire rifles Self-loading (semi-automatic) shotguns with capacity of more than 5 rounds Pump action shotguns with capacity of more than 5 rounds Lever Action Shotguns with capacity greater than 5 rounds Self-loading (semi-automatic) rimfire rifles with magazine capacity of more than 10 rounds Firearms, other than pistols, less than 70 cm in length and capable of being concealed on or about the person Inoperable machine guns
H	Pistols, revolvers and air pistols (not including tranquilisers - see Category C)

An applicant for a Dealer licence whose genuine reason for possessing or using firearms is business or employment **must** demonstrate that it is necessary in the conduct of the applicant's business or employment to possess or use firearms for which the licence is sought.

A firearms Dealer Licence in respect of category C firearms, category D firearms or category H firearms is only issued to an applicant who is already the holder of a firearms Dealer licence; and produces evidence to the Commissioner's satisfaction that the applicant derives a substantial part of his or her income from dealing in firearms; and the Commissioner is satisfied that the applicant has complied with the reporting and the storage and safe keeping requirements in respect of the firearms Dealer licence held by the applicant.

This is not applicable to an applicant who is an approved firearms club.



Section 2: Dealership / Business Details

Provide your Dealership / Business. Fill in your Dealership / Business name, contact details, email and physical address including postcode, please do not provide a PO Box.

If the Dealership / Business mailing address is different from the physical address provided above, fill in the details. If both the addresses are same, indicate "as above" in the Business / Employer postal address box. Fill in your Business hours.

Section 3: Employee Representative Details

Employee Representative / Principal Nominee: Provide your current personal details in the boxes provided. Tick appropriate box as applicable. Provide your current contact telephone details and email address.

Provide your **current** residential address and postal address including postcode. If your **current** residential address and the postal address are the same, indicate "as above" in the **current** postal address box. Provide Drivers' Licence and NT firearms licence (if you have one e.g. Shooter's Licence or Employee Licence) should be current and valid.

You must be a permanent resident of the NT (to be eligible to get a NT firearms licence) and must provide proof of residency, evidenced by a NT drivers licence or proof of age card or utilities account or electoral enrolment or letter from employer with current residential address displayed or any government issued document that has your photo and your current residential address.

Tick appropriate box as applicable if you have ever been refused, or had a firearms licence or firearms permit revoked in NT or elsewhere. If yes provide details: Date, place and reasons.

Section 4: Particulars of Employees under the Licence

Provide details of the employees (Nominees): Full name, date of birth, employee licence number (where available) and their occupation / role within the organisation (e.g. Employee / Nominee).

Employees of your business having access to the firearms (including office staff) must hold a current Employee Licence linked to your Dealer Licence. Employee Licence is automatically suspended when the employee is no longer employed by the Dealership to which the employee licence is linked.

It is the responsibility of the Employee Representatives (Principal Dealer Nominee) to manage the supporting requirements and must inform FPRU of any changes including change to the employment conditions etc.; and must not employ a prescribed person or permit a prescribed person to act as an agent for, or participate in the management of the business / Dealership.

Section 5: Particulars of Close Associates

Provide details of the close associates involved in the Dealership and not listed as an Employee / Nominee: Provide Full name, and details of the type of association (e.g. Silent Partner etc.)

Close Associate: For this section (and as per *Firearms Act 1997*); a person is a close associate of an applicant for, or the holder of, a firearms dealer licence if the person:



- holds or will hold any **relevant financial interest**, or is or will be entitled to exercise any **relevant power** in the business (Dealership) and, by virtue of that interest or power, is or will be able to exercise a significant influence over, or with respect to, the conduct or control of that business; or
- holds or will hold any **relevant position** in the business / Dealership

Relevant financial interest, in a business, means: any interest in or entitlement to the capital or assets of the business / Dealership, including any interest or entitlement where the business is carried on under a trust; or any entitlement to receive any income derived from the business / Dealership.

Relevant position, in a business, means a position that entitles a person to participate in the management of the business / Dealership (whether in the capacity of a director, manager, secretary, partner (including silent partner) or in any other capacity).

Relevant power, in a business, means any power, whether exercisable by voting or otherwise and whether exercisable alone or in association with others to participate in any managerial or executive decision about the business / Dealership; or to elect or appoint any person to any relevant position in the business / Dealership.

A Dealer Licence may not be granted if the Commissioner is of the view that a person who (in the opinion of the Commissioner) is or will be a close associate of the applicant is not a fit and proper person to be a close associate of the holder of a firearms dealer licence.

The Dealer licence holder (Employee Representative / Principal Nominee) must inform FPRU in writing within 7 days if any of the details are changed as listed here. Provide name and address of each person who is a close associate of the Dealer licence holder and particulars of the nature of the person's association with the Dealer licence holder.

Section 6: Details of premises to be used

Ownership: Tick appropriate box as applicable to select the ownership status of the premises. If the premises used for the Dealership / Business is not owned by you, Provide details of the owner's Full Name, contact details and current residential address.

In-charge: Tick appropriate box as applicable to specify that you are / you are not in-charge of the premises. If NO is selected, specify who is in-charge.

A Dealer Licence may not be granted if the Commissioner is not satisfied that the applicant will be the person primarily responsible for the control and management of the business / Dealership and firearms to be carried on under the authority of the licence.

Building: Provide details of the premises to be used / in use for the Dealership where firearms are stored and deal in. Tick appropriate box as applicable. The building / premises must be permanent building. If you ticked No, provide details



Regulation 23 (Firearms Regulations 1997) specifies the 'Storage and Safekeeping requirements for firearms Dealer Licence'. The following storage and safe keeping requirements apply to premises or a part of premises used by the holder of a firearms dealer licence to conduct business under the licence:

The premises or the part of the premises must be a permanent building which complies with the requirements:

- all doors must be made of solid material or covered by a steel sheet or reinforced steel mesh that is firmly fixed or motion sensors must be fitted to all internal areas of the premises or the part of the premises;
- all doors must be fitted with locks of the dead latch type or an extra hasp and padlock;
- all doors must be fitted with hinges that are concealed or that have had the hinge pins welded;
- all doors must be fitted with 4 shoot bolts, on the inside and at the top and bottom of each door;
- all side and rear windows must be fitted with security screens;
- all front windows must be fitted with security screens or motion sensors must be fitted to all internal areas of the premises or the part of the premises; where motions sensors are fitted, they must be connected and operate to warn of any unauthorised entry of persons.

Firearms storage and safekeeping: Tick appropriate box as applicable. If all the firearms are stored at this location, provide details of the location and provide supporting evidence of safe keeping of the firearms in the alternative location. All location where firearms are stored under the Dealership licence must be inspected by Police before issuing the Dealer Licence. Attach separate document describing the details of the location and access details.

Describe the security arrangements for the safekeeping of the firearms (e.g. Security Cameras etc.)

A storage room in the premises or part of the premises in which firearms are stored must comply with the following:

- all walls must be sufficiently solid to provide a physical barrier to entry; and all windows must be fitted with security screens; and
- all lockable containers in the room must be constructed of steel or similar strong material and must be fitted with hinges that are concealed or that have had the hinge pins welded.

Additional display and storage requirements apply to the firearms possessed under a firearms Dealer Licence as specified in the conditions issued along with the Dealer Licence.

Section 7: Privacy Disclosure

Information is authorised to be collected under Section 9 of the *Firearms Act* and then shared with other Law Enforcement Agencies under the exemption in Section 70 (a) of the *Information Act* (including the use of facial imagery to match with other police intelligence systems to detect / investigate the commission of offences).

100 PENALTY UNITS OR IMPRISONMENT FOR 2 YEARS FOR FALSE OR MISLEADING STATEMENTS



NORTHERN TERRITORY POLICE

Northern Territory *Firearms Act 1997*

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Having difficulty understanding?

You can use an interpreter service if you are having difficulty understanding these questions.

You can contact the 'Interpreting and Translating Service NT' in person or by mail or email or phone:

Interpreting and Translating Service NT

Ground Floor RCG House
83-85 Smith Street
Darwin NT 0801

GPO Box 4621
Darwin NT 0801
Phone: (08) 8999 8506 or 1800 676 254

Email: itsnt@nt.gov.au