

Notification by a Registered Firearms Dealer of a place of business not already entered in the register

Important: Read Notes section before completion. Please complete this form in BLOCK CAPITALS except when signing.

This form should be completed by a registered firearms dealer, when notifying a new place of business to the chief officer of police in whose area he is registered.

Your personal data will be processed by the police force to which you apply in line with Part 3 of the Data Protection Act 2018 and as set out in the force's Privacy Information Notice.

Part A Details of new place of business

1	Name of firearms dealer	<input type="text"/>
2	Certificate number	<input type="text"/>
3	Name of proposed business	<input type="text"/>
4	Address of proposed business	<input type="text"/>
5	Principal nature of the business to be carried on at the premises	<input type="text"/>
6	Other business (if any) which will be carried on at the proposed address (i.e. by whom carried on, nature of business and name under which business will be carried on)	<input type="text"/>
7	Full name of applicant or person submitting the application on behalf of a company	<input type="text"/>
8	Telephone number	<input type="text"/>
9	Mobile number	<input type="text"/>
10	Email address	<input type="text"/>

Part B Details of servants

Important: Read Notes 1 to 3 before completion. Enter in the table below details of all servants who, by virtue of Section 8 of the Firearms Act 1968, are or will be authorised to possess, purchase or acquire firearms and ammunition in the ordinary course of your business. If necessary, continue on a separate sheet.

Surname (including any former names)	Forename(s)	Date of birth	Address	Firearm or shotgun certificate details (if applicable – including certificate number and issuing police force)

Part B Details of servants (continued)

Surname (including any former names)	Forename(s)	Date of birth	Address	Firearm or shotgun certificate details (if applicable – including certificate number and issuing police force)

Part C Declaration

I, being registered as a firearms dealer in this police force area, hereby notify the chief officer of police that I propose to carry on business as a firearms dealer at a place of business in this area which is not entered in the register.

I declare that the statements made on this form are true.

Usual signature of applicant or person acting on behalf of the company.

Date

Notes

Please read these BEFORE completing the form

Servants

1. The exemption in section 8(1) of the Firearms Act 1968 covers the possession, purchase and acquisition of firearms and ammunition in the ordinary course of a registered firearms dealer's business. It extends to registered firearms dealers and their servants.
2. There is no legal definition of a 'servant', but it should be noted that a letter of authority does not automatically make someone a 'servant' for these purposes. An employee of the dealer working for a firearms-related business would be a 'servant', but it is not the case that anyone whose services the dealer uses on any occasion will necessarily be a servant e.g. a self-employed outworker (such as an engraver). In these circumstances the outworker would be required to register as a firearms dealer.
3. The possession, purchase and acquisition of the firearms and ammunition by a servant may only be for the ordinary course of the business of the dealer as directed by the dealer.

For official use only

Fee paid £

Rank / Number

Receipt Number

Signature

Date

Station