



Apply for your  
**Firearms Certificate**  
online



**VARIATION**

Keeping People Safe



## Variation Online Application Guidelines

Complete if you are currently a Firearm Certificate holder and wish to apply for a Variation to one or more of your existing Firearms.

The following document outlines each of the steps involved when applying for a variation.

If you require advice and guidance with completing your online form then you can contact Firearms & Explosives Branch at:

- Email: [firearms@psni.pnn.police.uk](mailto:firearms@psni.pnn.police.uk)
- Firearms and Explosives Branch (FEB): 0800 7839899 **Monday – Friday 10am – 12pm and 2pm – 4pm.**

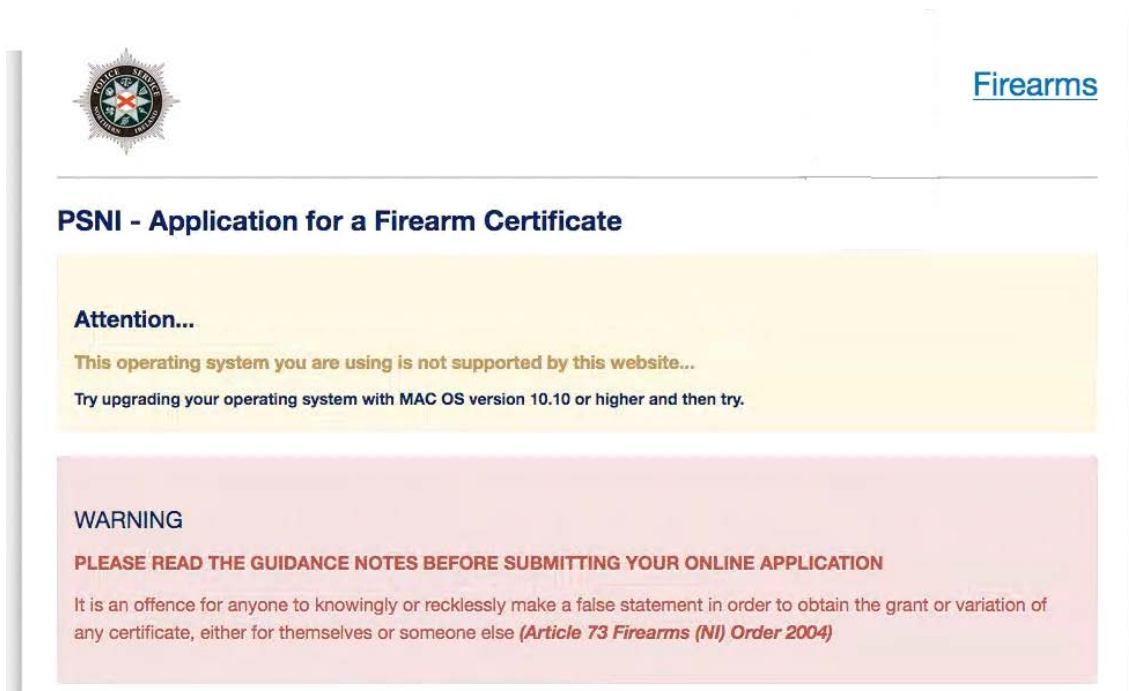
For all other queries please telephone the non-emergency number 101 between **Monday – Friday 2pm – 4pm** and ask for Firearms and Explosives Branch.

Facilities for completing online applications are also available at a number of locations – please see our website for details of these at: [https://www.psni.police.uk/advice\\_information/firearms/online-application-information/](https://www.psni.police.uk/advice_information/firearms/online-application-information/) and click on the ‘General Online Application Information’ button.

Further information on firearms law may be obtained from the PSNI website at [www.psni.police.uk/firearms](http://www.psni.police.uk/firearms)

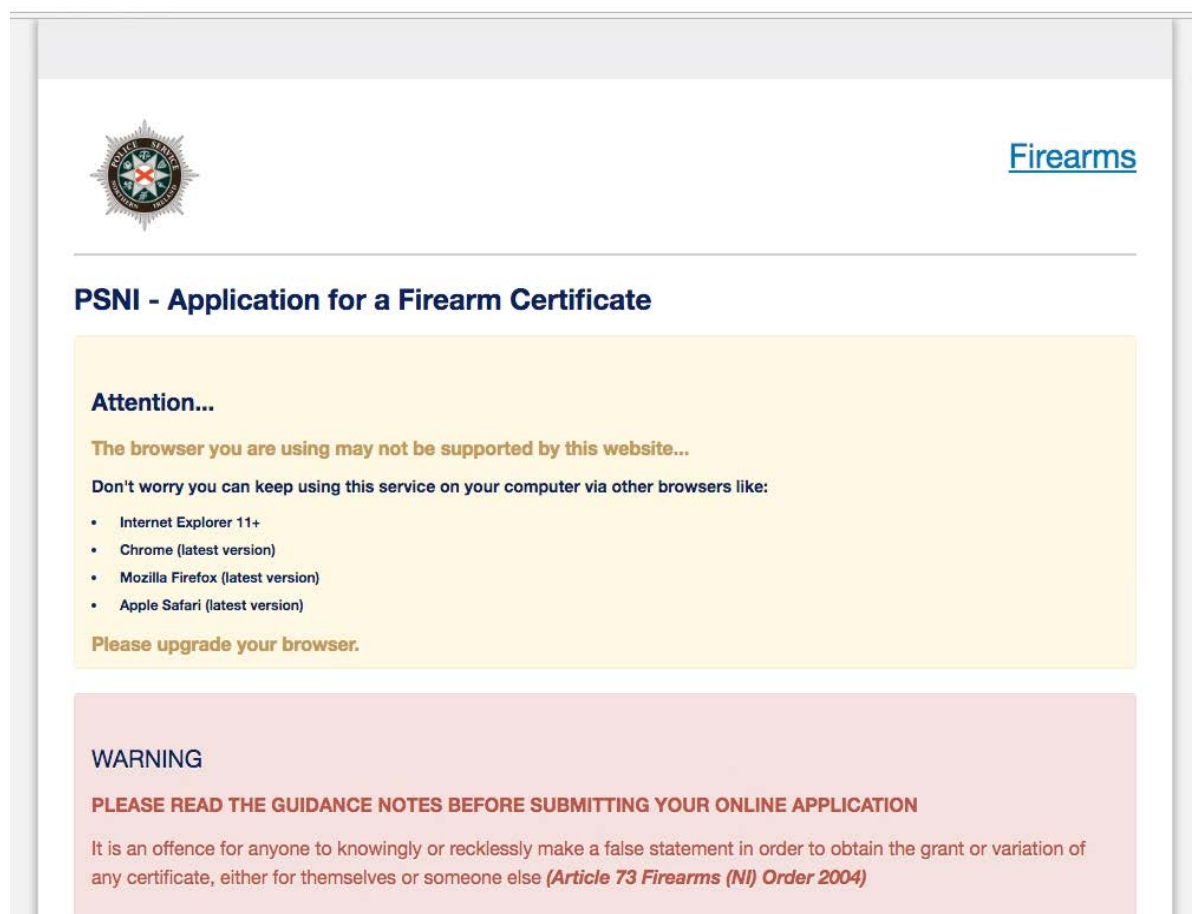
## Making your application online

- Go to [https://www.psnl.police.uk/advice\\_information/firearms/online-application-information/](https://www.psnl.police.uk/advice_information/firearms/online-application-information/) and click on the button titled 'Variation Application'.
- This will bring you to the home page of our online application system.
- If the **operating system** on your device is not up to date, then you will see a message similar to the one below appear on screen. It will advise you on what you need to do to upgrade your operating system. **Further advice on how to do this can be found on the Online Application Information page of the PSNI website (select the 'General Online Application Information' button).**



The screenshot shows the PSNI website interface. In the top left corner is the PSNI logo, and in the top right corner is the word "Firearms" in blue. Below the header is the title "PSNI - Application for a Firearm Certificate". A yellow warning box contains the text: "Attention... This operating system you are using is not supported by this website... Try upgrading your operating system with MAC OS version 10.10 or higher and then try." Below this is a pink warning box with the text: "WARNING PLEASE READ THE GUIDANCE NOTES BEFORE SUBMITTING YOUR ONLINE APPLICATION It is an offence for anyone to knowingly or recklessly make a false statement in order to obtain the grant or variation of any certificate, either for themselves or someone else (Article 73 Firearms (NI) Order 2004)".

- If the **internet browser** on your device is not up to date, then you will see a message similar to the one below appear on screen. It will advise you on what you need to do to upgrade your internet browser. **Further advice on how to do this can be found on the Online Application Information page of the PSNI website (select the 'General Online Application Information' button).**



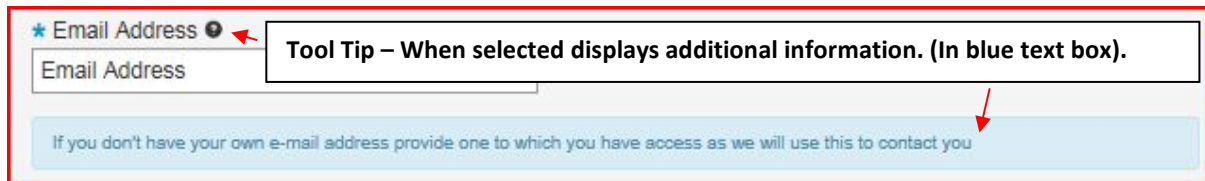
The screenshot shows the PSNI website interface for a firearms application. At the top left is the PSNI crest, and at the top right is the word "Firearms" in blue. Below this is the title "PSNI - Application for a Firearm Certificate". A yellow warning box contains the text "Attention..." followed by "The browser you are using may not be supported by this website...". Below this, it says "Don't worry you can keep using this service on your computer via other browsers like:" and lists four browser options: Internet Explorer 11+, Chrome (latest version), Mozilla Firefox (latest version), and Apple Safari (latest version). It concludes with "Please upgrade your browser." Below the yellow box is a pink warning box with the heading "WARNING" and the text "PLEASE READ THE GUIDANCE NOTES BEFORE SUBMITTING YOUR ONLINE APPLICATION". It then states: "It is an offence for anyone to knowingly or recklessly make a false statement in order to obtain the grant or variation of any certificate, either for themselves or someone else (*Article 73 Firearms (NI) Order 2004*)".

**Please read all the information on the following pages carefully before proceeding with your application.**

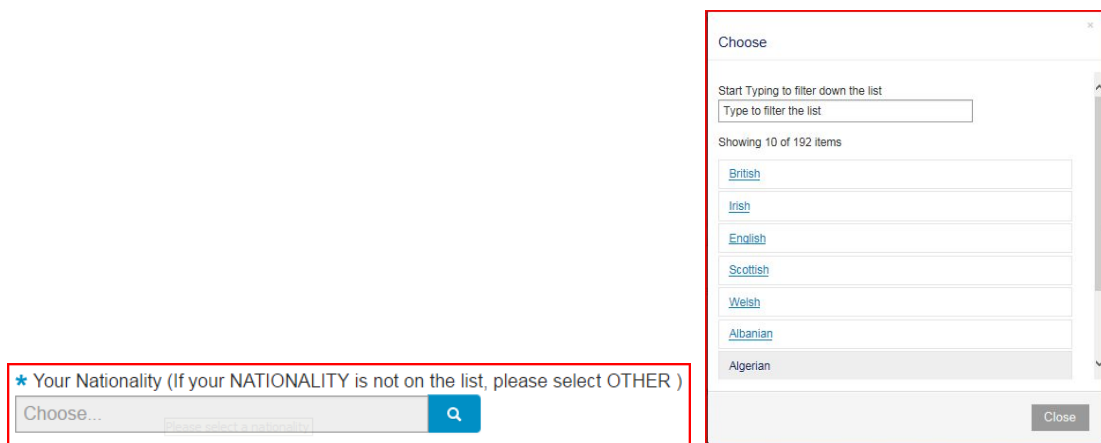
## General Guidance to Help You through the Online Application of a Firearm Certificate:

At various stages throughout the application you will see question mark icons. They act as a guide to help you complete your application. For example:

A '?' icon (Tool Tip) beside a question will, once you click on it, give you examples of the type of information required or further guidance on how to respond to the question.



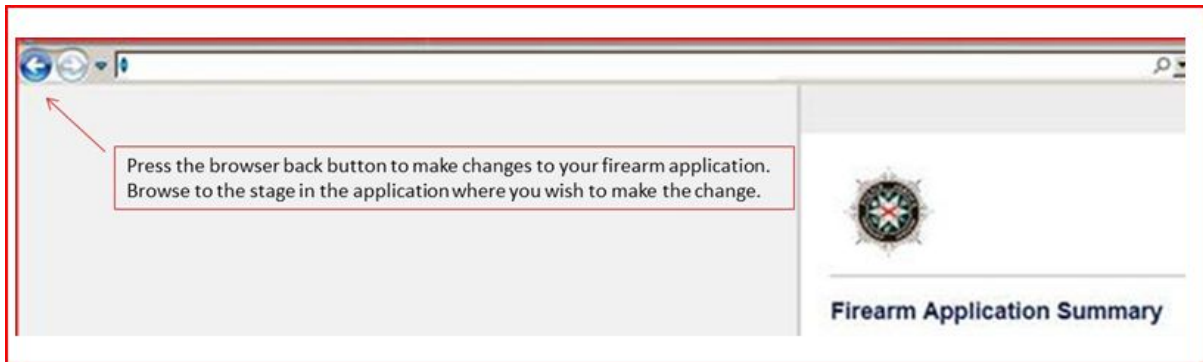
A magnifying glass icon will, once you click on it, open a drop down list to allow you to select the required information e.g. your GP Practice name, a Dealership or Club name.



To move back and forward to each stage of the application you should use the 'Previous', 'Next' or 'Submit' buttons.



Please use the previous and next buttons when browsing through your online application. If you use the browser back arrow you may need to enter the same information twice. The only time you can use the browser back button is if you wish to view the summary page again prior to making payment.




Should you not complete a section of the form that is required it will display a validation error. This error means there is a section of the form you must complete before you can move on to the next section.

**Please review and correct the following errors:**

- Please enter a email address.
- Please enter confirmation email address
- Please select if you have been convicted of any criminal offences, including motoring offences
- Please select if you at any time had an application for the grant or variation of a firearm certificate refused or a certificate revoked or had such a decision overturned on appeal

It is a criminal offence to answer incorrectly

**\* Email Address**   
Please enter a email address.


**\* Confirm Email Address**  
Please enter confirmation email address

  
Please enter confirmation email address

**\*Your Contact Number**

+44

If you do not have an email address or contact number, please declare that you have permission to use the email and contact number you are submitting as part of your application and that you are happy for the owner of both to view your application details and be contacted by FEB if required.

**\* Have you been convicted of any criminal offences, including motoring offences?**   
Please select if you have been convicted of any criminal offences, including motoring offences

**\* Have you at any time had an application for the grant or variation of a firearm certificate refused or a certificate revoked or had such a decision overturned on appeal?**  
Please select if you at any time had an application for the grant or variation of a firearm certificate refused or a certificate revoked or had such a decision overturned on appeal

[Begin Application](#)



## Before Beginning your Variation

Once you, the applicant, begin the application process, you must complete it in one go. The ability to make changes during the application process is available however it is important to note it must be completed once started.

### Please have the following details prior to commencing your application:

Core Requirements	Additional Information (Required on the basis of the information inserted or the type of application chosen)
<ul style="list-style-type: none"><li><input type="checkbox"/> A valid email address;</li><li><input type="checkbox"/> Valid debit/credit card;</li><li><input type="checkbox"/> Valid mobile phone number;</li><li><input type="checkbox"/> GP Practice Name;</li><li><input type="checkbox"/> Firearm Details;</li><li><input type="checkbox"/> Any images required (Your photo, Club Membership Card) must be already stored on the device prior to starting the application.</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> Landowner's details;</li><li><input type="checkbox"/> Target Club details and Club Official's details, including email address and mobile number;</li><li><input type="checkbox"/> Other Club details and Club Official's details, including email address and mobile number;</li><li><input type="checkbox"/> Image of Club Membership Card;</li><li><input type="checkbox"/> Photograph of applicant (Please ensure that your photo is similar to the passport standard – i.e. full face without a hat. Photos should be taken against a plain background, and where possible without items visible in the background. Unsuitable images could result in your application being delayed or rejected);</li><li><input type="checkbox"/> Authorisation to use two chosen referees;</li><li><input type="checkbox"/> Referee details, including email address, mobile number and Date of Birth;</li><li><input type="checkbox"/> Your current firearm certificate.</li></ul>




# Begin (Variation) Firearm Application

Action	Details Asked	Additional Note	Sample Images
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To complete an application for a Variation of your FAC Select the 'Begin' button



Firearms

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### PSNI - Application for a Firearm Certificate

**WARNING**

**PLEASE READ THE GUIDANCE NOTES BEFORE SUBMITTING YOUR ONLINE APPLICATION**

It is an offence for anyone to knowingly or recklessly make a false statement in order to obtain the grant or variation of any certificate, either for themselves or someone else (*Article 73 Firearms (NI) Order 2004*)

#### Firearm Certificate Checklist

[Read Instructions >](#) [Referee Verification](#)

Are you applying for:	Fee	
An <b>Initial Grant</b> of a Firearm Certificate	£98	<a href="#">Begin &gt;</a>
A <b>ReGrant</b> of an existing Firearm Certificate under <b>IDENTICAL</b> circumstances	£98	<a href="#">Begin &gt;</a>
A <b>Regrant with Variations</b> of an existing Firearm Certificate with <b>CHANGES</b> to circumstances	£98	<a href="#">Begin &gt;</a>
A <b>Variation</b> of an existing Firearm Certificate	£30 or £0	<a href="#">Begin &gt;</a>

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<p>Provide Email address and Contact Telephone number</p>	<p>- Enter email address and contact telephone number.          - Both email addresses must match.          11 digits required for telephone numbers          - Tick the declaration box if you are using a telephone number or email address that isn't your own.</p>	<p>If you don't have an email address or mobile telephone number and you are using another person's details, please declare you give permission to the owner of the email / number to receive your application, on your behalf.</p> <p>Please Tick the declaration tick box <b>ONLY</b> if applicable.</p>	<div data-bbox="1093 360 2136 954" style="border: 1px solid red; padding: 10px;"> <h3 style="margin: 0;">Begin Firearm Application</h3> <div style="background-color: #0070C0; color: white; padding: 5px; margin-bottom: 10px;">Important Information <span style="float: right;">&gt;</span></div> <div style="background-color: #F0E6E6; padding: 5px; margin-bottom: 10px; border: 1px solid #D9534F;">It is a criminal offence to answer incorrectly</div> <p>* Email Address <span style="font-size: small;">?</span></p> <input style="width: 100%;" type="text" value="Email Address"/> <p>* Confirm Email Address</p> <input style="width: 100%;" type="text" value="Confirm Email Address"/> <p>*Your Contact Number</p> <div style="display: flex; align-items: center;"> <div style="border: 1px solid #D9534F; padding: 2px 5px; margin-right: 5px;">+44</div> <div style="border: 1px solid #D9534F; padding: 2px 5px; margin-right: 5px;">▼</div> <input style="width: 100%;" type="text" value="Contact Number"/> </div> <div style="background-color: #F0E6E6; padding: 5px; margin-top: 10px; border: 1px solid #D9534F;"> <input type="checkbox"/> If you do not have an email address or contact number, please declare that you have permission to use the email and contact number you are submitting as part of your application and that you are happy for the owner of both to view your application details and be contacted by FEB if required.         </div> </div>
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<p>Declare if you have any Criminal Offences</p>	<p>- Previous offences (Inc. Motoring Offences) - Previous FAC refusals or revoked FACs</p>	<p>This includes all previous convictions, probation orders, absolute/conditional discharges, police cautions, motoring offences and spent convictions. You do not have to specify the details of any conviction(s).</p> <p>Example convictions:</p> <ul style="list-style-type: none"> <li>• If you have been sentenced to imprisonment or detained in a young offender centre for a term of 3 years or more you are prohibited from the possession of firearms for life; or</li> <li>• If you have been sentenced to imprisonment or detained in a young offender centre for a term of 3 months or more but less than 3 years you are prohibited for 8 years.</li> </ul> <p>To begin the Variation Application click Begin Application.</p>	<div data-bbox="1133 236 2177 536" style="border: 1px solid red; padding: 5px;"> <p>★ Have you been convicted of any criminal offences, including motoring offences? ●</p> <p>Choose... ▾</p> <p>★ Have you at any time had an application for the grant or variation of a firearm certificate refused or a certificate revoked or had such a decision overturned on appeal?</p> <p>Choose... ▾</p> <p><a href="#">Begin Application</a></p> </div> <div data-bbox="1167 916 1375 991" style="border: 1px solid red; margin-top: 100px; padding: 5px; text-align: center;"> <p><a href="#">Begin Application</a></p> </div>
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# Applicant Personal Details – Workflow 1



Action	Details Asked	Additional Note	Sample Images
Personal Details	<ul style="list-style-type: none"> <li>• PID</li> <li>• Certificate Number</li> <li>• Copy of the 'Firearms and ammunition page of your FAC which contains any ammunition purchases. (If you have misplaced your FAC, please proceed to 'Your Title' and continue completing your application).</li> <li>• Title</li> <li>• Forename</li> <li>• Surname</li> <li>• Other/Previous name</li> <li>• Mobile telephone number (11 digits)</li> <li>• Email address</li> <li>• Declaration</li> <li>• Date of birth</li> <li>• Gender</li> </ul>	<p>If you do not have a home telephone number, you can enter a mobile telephone number instead.</p> <p>To proceed with the rest of the application, please click Next.</p>	

# Applicant Address History – Workflow 2




Action	Details Asked	Additional Note	Sample Images
Address History	<ul style="list-style-type: none"> <li>Have you changed address since your last application?</li> </ul>	<p>Click Yes or No from the drop down box. If No please select next and move to the next stage of the application.</p> <p>If yes, then you will need to add your address and enter your new post code. (Please make sure you enter a space in your post code e.g. BT6 9LD).</p> <p>Click on the Next button to move to the next page.</p>	<p style="text-align: center;"><b>Sample Images</b></p>

# Applicant Medical Details – Workflow 3




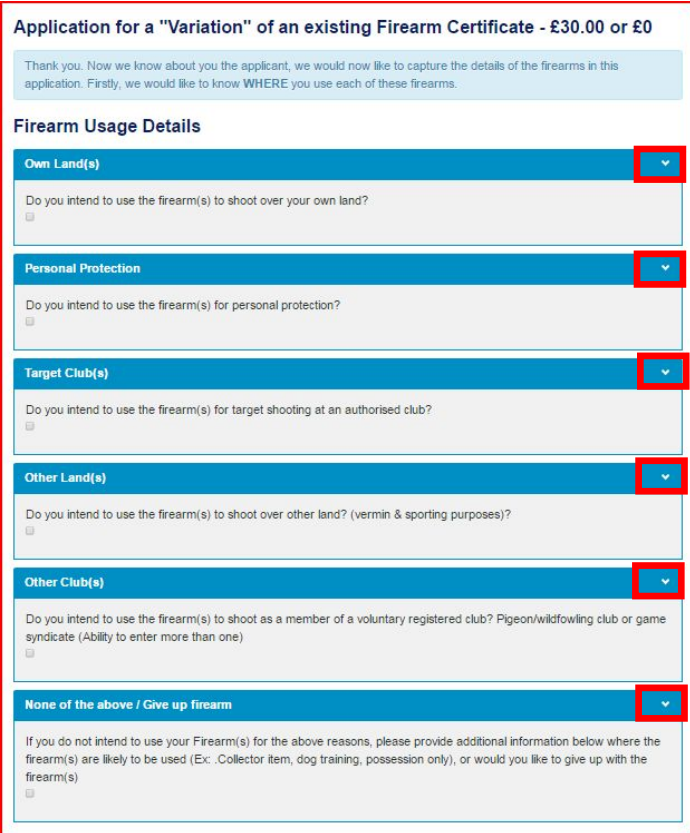






Action	Details Asked	Additional Note	Sample Images
Medical Details	<p>Specifically; Are you being treated for or do you suffer or have you suffered from any of the following medical conditions, within the last 5 years, whether controlled by prescription medicines or not?</p> <ul style="list-style-type: none"> <li>- Depression/Mental Health</li> <li>- Physical disability</li> <li>- Epilepsy</li> <li>- Drug/alcohol misuse</li> <li>- Any other relevant medical conditions</li> </ul>	<p>Specific details with regards to medical conditions are not required, if a medical condition is declared, FEB will contact your GP, consultant or other medical authority.</p> <p>If Physical Disability or any other relevant medical conditions are selected a free text box is displayed to provide additional detail.</p>	<div style="border: 1px solid #ccc; padding: 10px; margin-bottom: 10px;"> <p style="font-size: small; color: #4f81bd;">Thank you. Now we would like to capture some details about your medical history and current medical status. We would like to remind you that it is a criminal offence to make a false declaration to procure a Firearm Certificate.</p> <p><b>Applicant Medical Details</b></p> <p style="font-size: x-small; color: #4f81bd;">* Indicates required field</p> <p style="font-size: x-small;">Are you being treated for or do you suffer or have you suffered from any of the following medical conditions, within the last 5 years, whether controlled by prescription medicines or not?</p> <ul style="list-style-type: none"> <li>* Depression/Mental Health <input checked="" type="radio"/> <ul style="list-style-type: none"> <li><input type="radio"/> Yes <input type="radio"/> No</li> </ul> </li> <li>* Physical Disability <input checked="" type="radio"/> <ul style="list-style-type: none"> <li><input type="radio"/> Yes <input type="radio"/> No</li> </ul> </li> <li>* Epilepsy                             <ul style="list-style-type: none"> <li><input type="radio"/> Yes <input type="radio"/> No</li> </ul> </li> <li>* Drug/Alcohol Abuse                             <ul style="list-style-type: none"> <li><input type="radio"/> Yes <input type="radio"/> No</li> </ul> </li> <li>* Any other medical condition that you deem relevant to holding a firearm, that you wish to declare?                             <ul style="list-style-type: none"> <li><input type="radio"/> Yes <input type="radio"/> No</li> </ul> </li> </ul> </div> <div style="border: 2px solid red; padding: 10px; margin-top: 10px;"> <p style="font-size: x-small; color: #4f81bd;">* Please give Physical Disability or Other Medical Condition details <input checked="" type="radio"/></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 100px; margin-top: 5px;"> <p style="font-size: x-small; color: #ccc;">Please give Physical Disability or Other Medical Condition details</p> </div> </div>

<p>GP Details</p>	<p>Practice name</p>	<p>Unlike the paper-based application, only the GP Practice name is required. To find your required GP Practice click the magnifying glass and then start typing your GP Practice into the free text box in the new displayed window, select it from the list and then click close.</p> <p>If your GP name is NOT on the list type in 'OTHER'. You will need to provide your GP details in the free text box provided.</p>	<p>* Please select your General Practice (If General Practice is not on the list, please select OTHER)</p> <p>Choose... </p> <p>Choose</p> <p>Start Typing to filter down the list</p> <p>Type to filter the list</p> <p>Showing 10 of 306 items</p> <ul style="list-style-type: none"> <li><a href="#">LURGAN MEDICAL PRACTICE</a></li> <li><a href="#">ABBEY COURT SURGERY</a></li> <li><a href="#">ABBOTS CROSS MEDICAL PRACTICE</a></li> <li><a href="#">AGHALEE SURGERY</a></li> <li><a href="#">ALBERTVILLE SURGERY</a></li> <li><a href="#">ANTRIM COAST MEDICAL PRACTICE</a></li> <li><a href="#">ANTRIM ROAD MEDICAL CENTRE</a></li> </ul> <p>Close</p>
<p>Declarations</p>	<p>- To notify of any medical changes - For PSNI to approach appropriate medical practitioners/authorities for medical history</p>	<p>You must tick the declaration boxes that you will notify FEB of any changes to your medical details during the period of your Firearm Certificate. Please tick both declarations in order to proceed.</p> <p>A medical date/timestamp will be displayed when the declarations are accepted.</p> <p>Select the next button to move to the next page.</p>	<p><input type="checkbox"/> I declare that I will inform the Chief Constable of any changes to existing medical condition(s) or development of new medical condition(s) during the lifetime of this certificate.</p> <p><input type="checkbox"/> I give my consent for the police to approach my GP, Consultant or other medical authority to obtain factual details of my medical history if necessary.</p> <p>Medical Consent Date/Timestamp: 20/12/2016, 13:38</p> <p><a href="#">&lt; Previous</a> <a href="#">Next &gt;</a></p>





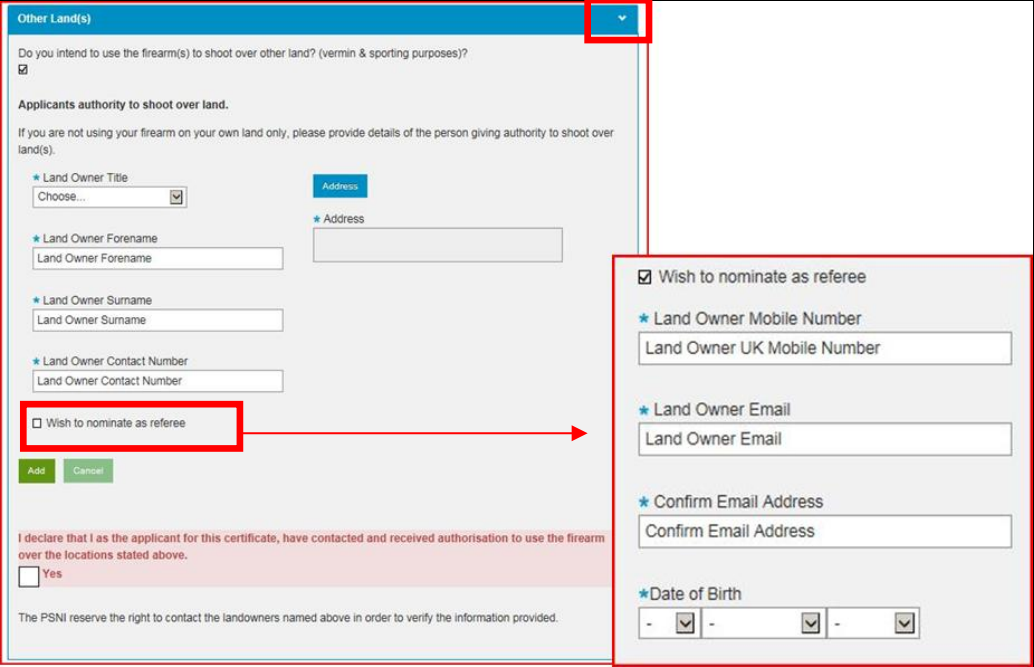
# Firearm Usage Details – Workflow 4


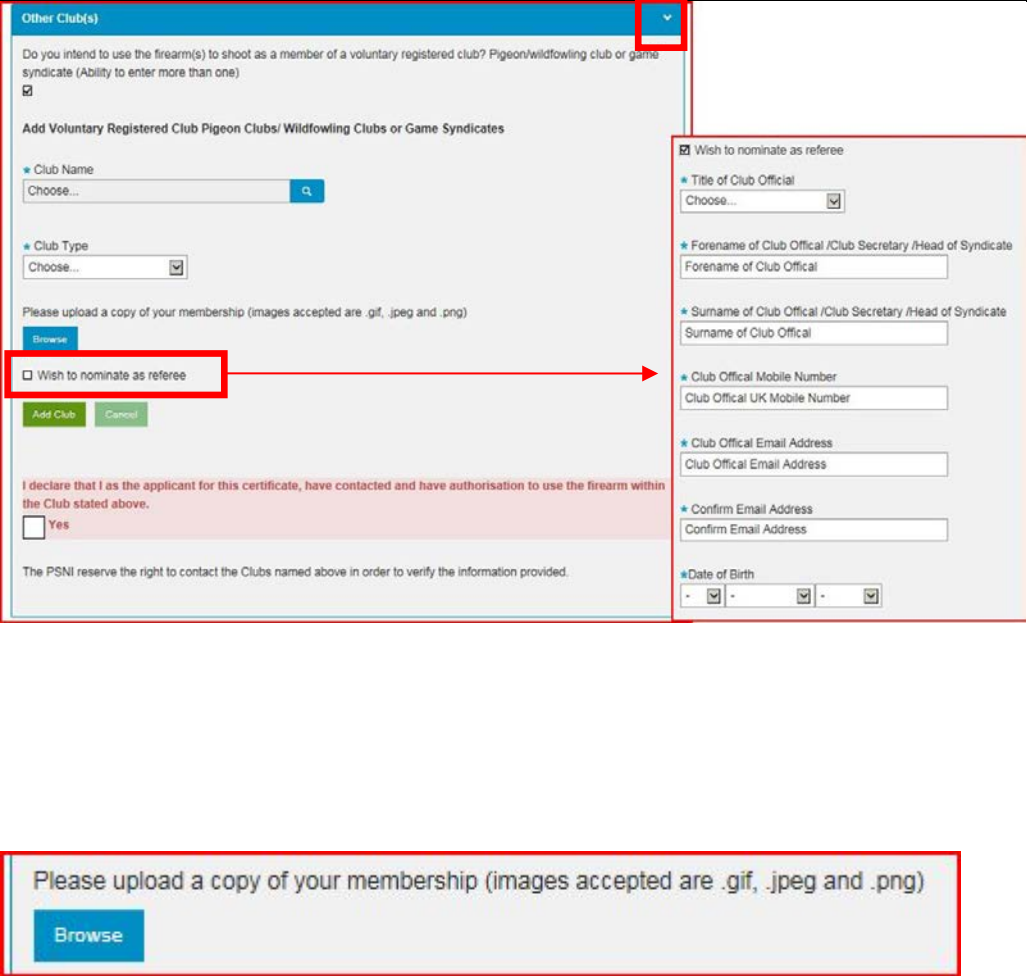


Action	Details Asked	Additional Note	Sample Images
Intended Usage of Firearm	Where will you use each firearm applied for?	<p>Click the arrow according to the options that apply to the firearm(s) that you are applying for.</p>  <p>Options available:</p> <ul style="list-style-type: none"> <li>• Own Land(s)</li> <li>• Personal Protection</li> <li>• Target Club(s)</li> <li>• Other Land(s)</li> <li>• Other Club(s)</li> <li>• None of the above / Give up Firearm</li> </ul>	 <p><b>Application for a "Variation" of an existing Firearm Certificate - £30.00 or £0</b></p> <p>Thank you. Now we know about you the applicant, we would now like to capture the details of the firearms in this application. Firstly, we would like to know WHERE you use each of these firearms.</p> <p><b>Firearm Usage Details</b></p> <p><b>Own Land(s)</b> </p> <p>Do you intend to use the firearm(s) to shoot over your own land? <input type="checkbox"/></p> <p><b>Personal Protection</b> </p> <p>Do you intend to use the firearm(s) for personal protection? <input type="checkbox"/></p> <p><b>Target Club(s)</b> </p> <p>Do you intend to use the firearm(s) for target shooting at an authorised club? <input type="checkbox"/></p> <p><b>Other Land(s)</b> </p> <p>Do you intend to use the firearm(s) to shoot over other land? (vermin &amp; sporting purposes)? <input type="checkbox"/></p> <p><b>Other Club(s)</b> </p> <p>Do you intend to use the firearm(s) to shoot as a member of a voluntary registered club? Pigeon/wildfowling club or game syndicate (Ability to enter more than one) <input type="checkbox"/></p> <p><b>None of the above / Give up firearm</b> </p> <p>If you do not intend to use your Firearm(s) for the above reasons, please provide additional information below where the firearm(s) are likely to be used (Ex: Collector item, dog training, possession only), or would you like to give up with the firearm(s) <input type="checkbox"/></p>

Own Land(s)	Shooting over your own land	Please click if applicable to your application.	<div data-bbox="1093 236 2094 391" style="border: 1px solid red; padding: 5px;"> <p><b>Own Land(s)</b> ▾</p> <p>Do you intend to use the firearm(s) to shoot over your own land?</p> <input checked="" type="checkbox"/> </div>
Personal Protection	Personal Protection Weapon	Please click if applicable to your application.	<div data-bbox="1093 483 2094 638" style="border: 1px solid red; padding: 5px;"> <p><b>Personal Protection</b> ▾</p> <p>Do you intend to use the firearm(s) for personal protection?</p> <input checked="" type="checkbox"/> </div>

<p>Target Club(s)</p>	<p>Target club details;</p> <ul style="list-style-type: none"> <li>- Club name</li> <li>- Applicants Club membership number</li> <li>-Title of Target Club Official</li> <li>- Forename of Club Official</li> <li>- Surname of Club Official</li> <li>- Position held by Club Official e.g. Club Secretary/ Chairman etc.</li> <li>- Club Official email address</li> <li>- Club Official date of birth</li> <li>- Club Official mobile number</li> </ul>	<p>Please click if you shoot any of the Firearms being applied for at a Target Club. You must submit Target Club information.</p> <p>Click the white arrow to enter the information.</p>  <p>Please enter the information required and click Add Target Club.</p> <p>If you shoot at more than one Target Club please repeat the process for the other Target Clubs.</p> <p>The Target Club Official will receive an email to verify your attendance / membership and act as a referee where applicable.</p> <p>Please declare you have authorisation to use the Firearm at the Target Club.</p>	<div style="border: 1px solid red; padding: 5px;"> <p><b>Target Club(s)</b> <span style="float: right;">▼</span></p> <p>Do you intend to use the firearm(s) for target shooting at an authorised club?  <input checked="" type="checkbox"/></p> <p><b>Add all Target Club(s)</b></p> <p>Possession of firearms used for the purposes of target shooting require valid membership of an authorised firearms club as well as the regular use of the firearms you are authorised to have. (i.e minimum of 3 occasions over a 12 month period)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <p>* Club Name  <input type="text" value="Choose..."/></p> </td> <td style="width: 50%; border: none;"> <p>* Position Held  <input type="text" value="Position Held"/></p> </td> </tr> <tr> <td style="border: none;"> <p>* Applicants Club Membership Number  <input type="text" value="Club Membership Number"/></p> </td> <td style="border: none;"> <p>* Email Address  <input type="text" value="Email Address"/></p> </td> </tr> <tr> <td style="border: none;"> <p>* Title of Target Club Official  <input type="text" value="Choose..."/></p> </td> <td style="border: none;"> <p>* Confirm Email Address  <input type="text" value="Confirm Email Address"/></p> </td> </tr> <tr> <td style="border: none;"> <p>* Forename of Club Official (Forename of referee for Target club)  <input type="text" value="Forename of Club Official"/></p> </td> <td style="border: none;"> <p>* Date of Birth  <input type="text" value="-"/> <input type="text" value="-"/> <input type="text" value="-"/></p> </td> </tr> <tr> <td style="border: none;"> <p>* Surname of Club Official (Surname of referee for Target club)  <input type="text" value="Surname of Club Official"/></p> </td> <td style="border: none;"> <p>* Mobile Number  <input type="text" value="UK Mobile Number"/></p> </td> </tr> </table> <p style="text-align: center;"> <input type="button" value="Add Target Club"/> <input type="button" value="Cancel"/> </p> <div style="background-color: #f0f0f0; padding: 5px; margin-top: 10px;"> <p>I declare that I as the applicant for this certificate, have contacted and have authorisation to use the firearm within the Target Clubs stated above</p> <p><input type="checkbox"/> Yes</p> </div> <p style="font-size: small; margin-top: 10px;">The PSNI reserve the right to contact the Target Clubs named above in order to verify the information provided.</p> </div>	<p>* Club Name  <input type="text" value="Choose..."/></p>	<p>* Position Held  <input type="text" value="Position Held"/></p>	<p>* Applicants Club Membership Number  <input type="text" value="Club Membership Number"/></p>	<p>* Email Address  <input type="text" value="Email Address"/></p>	<p>* Title of Target Club Official  <input type="text" value="Choose..."/></p>	<p>* Confirm Email Address  <input type="text" value="Confirm Email Address"/></p>	<p>* Forename of Club Official (Forename of referee for Target club)  <input type="text" value="Forename of Club Official"/></p>	<p>* Date of Birth  <input type="text" value="-"/> <input type="text" value="-"/> <input type="text" value="-"/></p>	<p>* Surname of Club Official (Surname of referee for Target club)  <input type="text" value="Surname of Club Official"/></p>	<p>* Mobile Number  <input type="text" value="UK Mobile Number"/></p>
<p>* Club Name  <input type="text" value="Choose..."/></p>	<p>* Position Held  <input type="text" value="Position Held"/></p>												
<p>* Applicants Club Membership Number  <input type="text" value="Club Membership Number"/></p>	<p>* Email Address  <input type="text" value="Email Address"/></p>												
<p>* Title of Target Club Official  <input type="text" value="Choose..."/></p>	<p>* Confirm Email Address  <input type="text" value="Confirm Email Address"/></p>												
<p>* Forename of Club Official (Forename of referee for Target club)  <input type="text" value="Forename of Club Official"/></p>	<p>* Date of Birth  <input type="text" value="-"/> <input type="text" value="-"/> <input type="text" value="-"/></p>												
<p>* Surname of Club Official (Surname of referee for Target club)  <input type="text" value="Surname of Club Official"/></p>	<p>* Mobile Number  <input type="text" value="UK Mobile Number"/></p>												

<p>Other Land(s)</p>	<p>Land owner details;</p> <ul style="list-style-type: none"> <li>- Land owner title</li> <li>- Land owner forename</li> <li>- Land owner surname</li> <li>- Land owner contact number</li> <li>- Land owner address</li> </ul> <p>Wish to nominate other land owner as referee;</p> <ul style="list-style-type: none"> <li>- Land owner mobile number</li> <li>- Land owner email address</li> <li>- Land owner date of birth</li> </ul> <p>Declaration of authorisation to use firearm on other land</p>	<p>Please click if you shoot any of the Firearms being applied for over other land. (Other land owner)</p> <p>Click on the white arrow to enter the information.</p>  <p>Please enter the information required and click Add.</p> <p>If you shoot over more than one land repeat the process for the other lands.</p> <p>If you select the land owner as a referee they will receive an email to verify and act as a personal character referee for your application.</p> <p>Please declare you have authorisation from the land owner to shoot over their land.</p>	
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<p><b>Other Club(s)</b> This applies to shotguns only i.e. clay pigeon club, wildfowling clubs, shooting syndicates who have voluntarily registered lands/shooting grounds with PSNI, FEB.</p>	<p><b>Other club details:</b></p> <ul style="list-style-type: none"> <li>- Club name</li> <li>- Club type</li> <li>- Upload membership details</li> </ul> <p><b>Wish to nominate as referee:</b></p> <ul style="list-style-type: none"> <li>- Title of Club Official</li> <li>- Forename of Club Official</li> <li>- Surname of Club Official</li> <li>- Club Official mobile number</li> <li>- Club Official email address</li> <li>- Club Official date of birth</li> </ul> <p><b>Declaration of authorisation to use firearm within (specified) club</b></p>	<p>If you shoot any of the Firearms being applied for at another club. Click the white arrow to enter the information.</p>  <p>Please enter the information required and click Add.</p> <p>If you shoot at more than one other club repeat the process for the other clubs.</p> <p>If you select the other club as a referee they will receive an email to verify and act as a personal character referee for your application.</p> <p>Please declare that you have authorisation to shoot at the other club.</p> <p>Upload an image of your membership card. Please ensure it is easy to view, or it will delay the application.</p>	 <p><b>Other Club(s)</b></p> <p>Do you intend to use the firearm(s) to shoot as a member of a voluntary registered club? Pigeon/wildfowling club or game syndicate (Ability to enter more than one)</p> <p><input checked="" type="checkbox"/></p> <p>Add Voluntary Registered Club Pigeon Clubs/ Wildfowling Clubs or Game Syndicates</p> <p>* Club Name Choose... <input type="text"/></p> <p>* Club Type Choose... <input type="text"/></p> <p>Please upload a copy of your membership (images accepted are .gif, .jpeg and .png)</p> <p><input type="button" value="Browse"/></p> <p><input type="checkbox"/> Wish to nominate as referee</p> <p><input type="button" value="Add Club"/> <input type="button" value="Cancel"/></p> <p>I declare that I as the applicant for this certificate, have contacted and have authorisation to use the firearm within the Club stated above.</p> <p><input type="checkbox"/> Yes</p> <p>The PSNI reserve the right to contact the Clubs named above in order to verify the information provided.</p> <p><input checked="" type="checkbox"/> Wish to nominate as referee</p> <p>* Title of Club Official Choose... <input type="text"/></p> <p>* Forename of Club Official /Club Secretary /Head of Syndicate Forename of Club Official <input type="text"/></p> <p>* Surname of Club Official /Club Secretary /Head of Syndicate Surname of Club Official <input type="text"/></p> <p>* Club Official Mobile Number Club Official UK Mobile Number <input type="text"/></p> <p>* Club Official Email Address Club Official Email Address <input type="text"/></p> <p>* Confirm Email Address Confirm Email Address <input type="text"/></p> <p>* Date of Birth - <input type="text"/> - <input type="text"/> - <input type="text"/></p> <p>Please upload a copy of your membership (images accepted are .gif, .jpeg and .png)</p> <p><input type="button" value="Browse"/></p>
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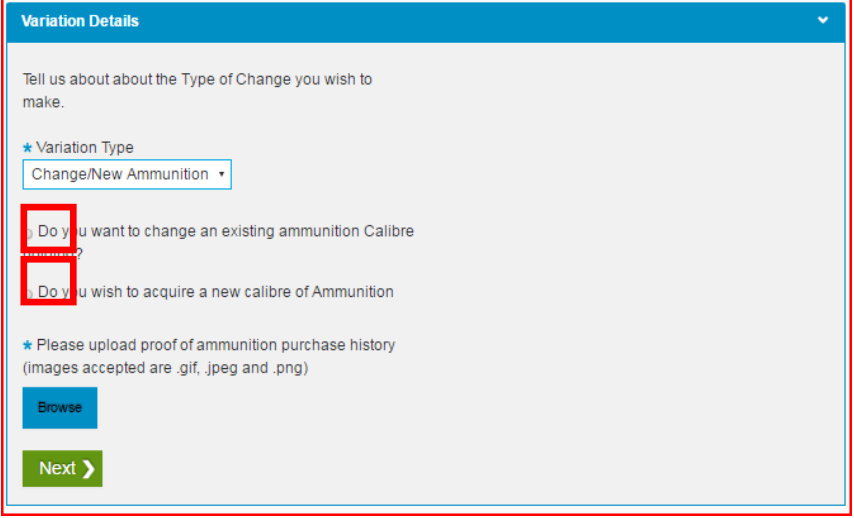
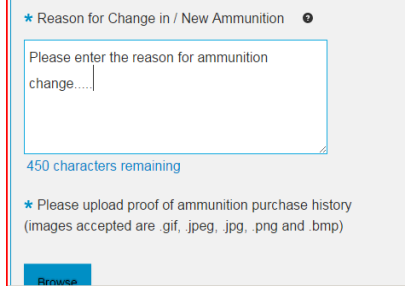
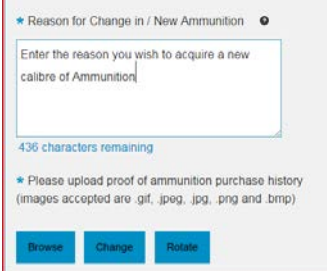
<p>None of the above</p>	<p>Free Text Box to provide additional reason why/where the firearm(s) will be used.</p>	<p>If you do not intend to use your firearm(s) for any of the above reasons, please select none of the above and provide additional information. E.g. Collector Item, Dog Training, Possession Only.</p> <p>To proceed to add your firearm details please click Next or Previous should you wish to make a change to the information submitted.</p>	<div data-bbox="1093 193 2078 523" style="border: 1px solid red; padding: 5px;"> <p><b>None of the above</b> <span style="float: right;">▼</span></p> <p>If you do not intend to use your Firearm(s) for the above reasons, please provide additional information below where the firearm(s) are likely to be used (EX: . Collector item, dog training, possession only)</p> <p><input checked="" type="checkbox"/></p> <p>* Additional Information</p> <div style="border: 1px solid gray; padding: 5px; margin: 5px 0;"> <p>Please provide additional reason why/where the firearm(s) will be used</p> </div> </div> <div data-bbox="1093 699 1467 782" style="border: 1px solid red; padding: 5px; margin-top: 20px;"> <p> <span style="background-color: #ccc; padding: 5px 15px; border: 1px solid gray;">&lt; Previous</span> <span style="background-color: #0070c0; color: white; padding: 5px 15px; border: 1px solid gray; margin-left: 10px;">Next &gt;</span> </p> </div>
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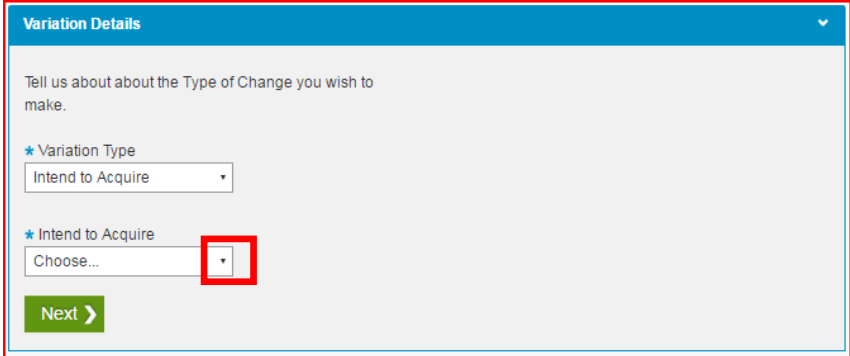
# Firearm Details – Workflow 5




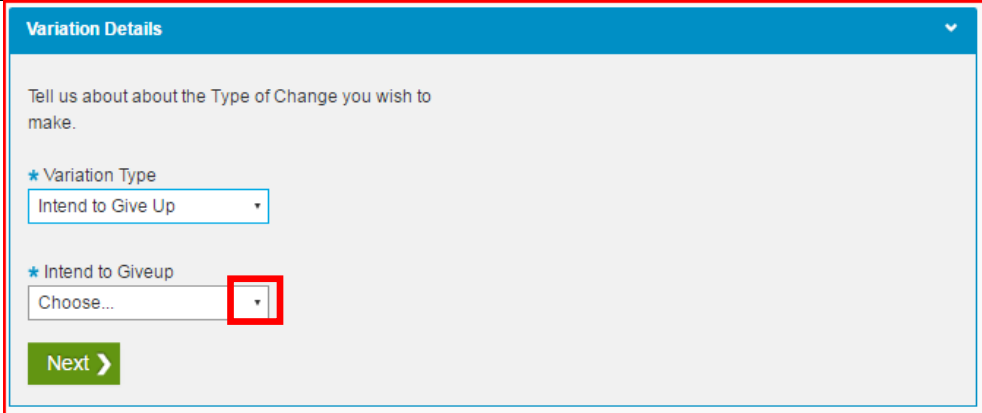
Action	Details Asked	Additional Note	Sample Images
Add Firearm	Click the 'Add Firearm' button to begin adding the details of the firearm/s you wish to vary on your Firearm Certificate.	List the firearms that you wish to vary on your current Firearm Certificate.  To add your Firearm details please select Add Firearm.	
Variation Details	Tell us about the Variation you wish to apply for.	Select the relevant option that applies to the firearm you are submitting a Variation. Depending on the type of variation chosen, different information will be asked.  Options available: <ul style="list-style-type: none"> <li>• Change/New Ammunition</li> <li>• Intend to Acquire</li> <li>• Intend to Give Up</li> <li>• Change in Conditions of Holding (reason WHY)</li> </ul>	



<p>Change/New Ammunition</p>	<p>Two questions:</p> <p><b>Change</b></p> <ul style="list-style-type: none"> <li>- Current Ammunition Calibre</li> <li>- New Ammunition Calibre</li> <li>- Current Ammunition Quantity</li> <li>- New Ammunition Quantity</li> <li>- Upload proof of purchase</li> </ul> <p><b>New</b></p> <ul style="list-style-type: none"> <li>- New Ammunition Calibre</li> <li>- New Ammunition Quantity</li> </ul> <p>Please include your reason for the change to your ammunition quantity or calibre, or for acquiring a new calibre or ammunition quantity.</p>	<p>If you want to change an existing ammunition calibre select the first radio button.</p> <p>If you wish to acquire a new calibre of ammunition select the second radio button.</p> 	  
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<p>Intend to Acquire a new firearm</p>	<p>Please select the option applicable:</p> <ul style="list-style-type: none"> <li>- From a person/on loan to permanent</li> <li>- From a Dealer</li> <li>- On loan from an existing FAC holder</li> <li>- On loan from an Organisation</li> <li>- Purchased Outside NI</li> <li>- Other</li> </ul>	<p>For each firearm, you will have to state where you intend to acquire it from. Click on the drop down arrow.</p>  <p>Once you have selected where you intend to acquire the firearm you will need to complete the additional information applicable to the selection.</p> <ol style="list-style-type: none"> <li>1. From a person / On loan to Permanent.</li> <li>2. From a Dealer – Choose from a drop down box. Upload an image of the Dealer’s Note for the firearm to be acquired.</li> <li>3. On Loan from an Existing FAC holder</li> <li>4. On loan from an Organisation – Choose from a drop down box.</li> <li>5. Outside NI – Free text boxes to enter acquisition details of whom and where the firearm was purchased.</li> <li>6. Other – Free text box to enter acquisition details.</li> </ol>	
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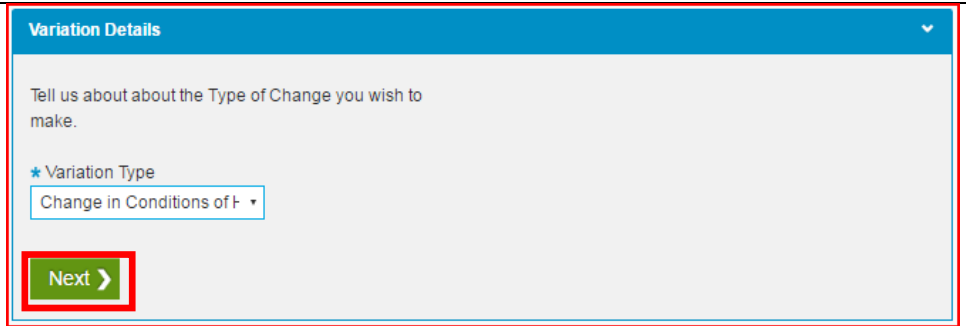
			<div data-bbox="1093 199 1422 223">Firearm Acquisition Details</div> <p>Tell us about the firearm you wish to acquire.</p> <p>* Intend to Acquire From a Person / On Loan</p> <p>* Current Holder PID Current Holder PID</p> <p>* Current Holder Name Current Holder Name</p> <p>* Current Holder Date of Birth - - -</p> <p>* Current Holder Email Address Current Holder Email Address</p> <p>* Current Holder FAC Reference Current Holder FAC Reference</p> <p>Next &gt;</p> <div data-bbox="1153 774 1467 798">Firearm Acquisition Details</div> <p>Tell us about the firearm you wish to acquire.</p> <p>* Intend to Acquire Other</p> <p>* Other Details Other Details</p> <p>Next &gt;</p> <div data-bbox="1377 231 1747 255">Firearm Acquisition Details</div> <p>Tell us about the firearm you wish to acquire.</p> <p>* Intend to Acquire From a Dealer</p> <p>* Dealer Name Choose... <input type="text"/></p> <p>Please upload your proof of purchase (images accepted are .jpg, .jpeg)</p> <p>Browse</p> <p>Next &gt;</p> <div data-bbox="1467 550 1836 574">Firearm Acquisition Details</div> <p>Tell us about the firearm you wish to acquire.</p> <p>* Intend to Acquire On Loan from an Existing</p> <p>* Current Holder PID Current Holder PID</p> <p>* Current Holder Name Current Holder Name</p> <p>* Current Holder Email Address Current Holder Email Address</p> <p>* Current Holder FAC Reference Current Holder FAC Reference</p> <p>* Please upload the proof for onloan authorization (images accepted are .gif, .jpeg and .png)</p> <p>Browse</p> <p>Next &gt;</p> <div data-bbox="1758 263 2049 287">Firearm Acquisition Details</div> <p>Tell us about the firearm you wish to acquire.</p> <p>* Intend to Acquire On Loan from an Organisation</p> <p>* From Choose...</p> <p>Next &gt;</p> <div data-bbox="1792 550 2116 574">Firearm Acquisition Details</div> <p>Tell us about the firearm you wish to acquire.</p> <p>* Intend to Acquire Purchased Outside Northern Territory</p> <p>* Who Who</p> <p>* Where Where</p> <p>Next &gt;</p>
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<p>Intend to Give Up</p>	<p>Please select the option applicable:</p> <ul style="list-style-type: none"><li>- To a Person</li><li>- To a Dealer</li><li>- On loan to an existing FAC holder</li><li>- On loan to an Organisation</li><li>- Sold Outside NI</li><li>- Other</li></ul>	<p>For each firearm, you will have to state where you intend to Give Up. Click on the drop down arrow.</p> <p></p> <p>Once you have selected where you intend to Give up the firearm you will need to complete the additional information applicable to the selection.</p>	
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1. To a Person  
 New Holder PID (optional)  
 New Holder Name  
 New Holder Date of Birth  
 New Holder Email Address  
 New Holder FAC reference (optional)
2. To a Dealer - Choose from a drop down box. Upload an image of the Dealer's Note for the firearm to be sold.
3. On loan to an existing FAC holder  
 New Holder PID (optional)  
 New Holder Name  
 New Holder Date of Birth  
 New Holder Email Address  
 New Holder FAC reference (optional).
4. On loan to an Organisation – Choose from a drop down box.
5. Sold Outside NI – Free text box to enter sale details.
6. Other – Free text box to enter sale details.

The image displays six screenshots of a web form titled "Variation Details". Each screenshot shows a different selection in the "Intend to Giveup" dropdown menu, with corresponding input fields and a "Next" button.

- Screenshot 1 (Top Left):** "Intend to Giveup" is set to "To a Person". Fields include "New Holder PID", "New Holder Name", "New Holder Date of Birth", "New Holder Email Address", and "New Holder FAC reference".
- Screenshot 2 (Top Middle):** "Intend to Giveup" is set to "To a Dealer". Fields include "New Holder Name", "New Holder Date of Birth", "New Holder Email Address", "New Holder FAC reference", and "Dealer Name". A "Browse" button is highlighted with a red box. A note says "Please upload your proof of purchase (images accepted are .jpg, .jpeg)".
- Screenshot 3 (Top Right):** "Intend to Giveup" is set to "On Loan to an existing FAC holder". Fields include "New Holder PID", "New Holder Name", "New Holder Date of Birth", "New Holder Email Address", and "New Holder FAC reference".
- Screenshot 4 (Bottom Left):** "Intend to Giveup" is set to "On Loan to an Organisation". Fields include "From" and "Where".
- Screenshot 5 (Bottom Middle):** "Intend to Giveup" is set to "Sold Outside Northern Ireland". Fields include "Who" and "Where".
- Screenshot 6 (Bottom Right):** "Intend to Giveup" is set to "Other". Fields include "Other Details".

<p>Change in Conditions of Holding (reason WHY)</p>		<p>You will need to enter specific reasons in full for the change of condition you require and where you intend to use the firearm when entering the Firearm Details. (Next Section)</p>	
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Firearm Details

Please click on the White arrow to enter each firearm.



You will have to state:

The details of the firearm including:

- Make
- Type
- Model
- Ammunition Calibre
- Serial number (if applicable)
- Ammunition Quantity
- Reason for holding
- Where you intend to use the firearm.

Please click on the magnifying glass to view the drop down list of Firearm Make and Type available and select what is applicable. If it is not available select other and provide the details.

Please type the model of your firearm. If unknown, enter unknown.

Please type the Serial number, ammunition quantity and reason for holding. If unknown at application time enter 'to follow' or 'unknown'.

If you're applying for an air rifle or air pistol, then you must enter 0 in ammunition quantity.

You will need to enter in full the specific reasons for the possession of the firearm you wish to acquire.

For each firearm or sound moderator in turn, please enter all details below and click 'Add Firearm or Sound Moderator To Application'.

Firearm or Sound Moderator Acquisition Details

Firearm or Sound Moderator Details

Please tell us about the Firearm or Sound Moderator:

\* Make of Firearm or Sound Moderator (If MAKE is not on the list, please select OTHER)

Choose...

\* Type of Firearm or Sound Moderator (If TYPE is not on the list, please select OTHER)

Choose...

\* Model of Firearm or Sound Moderator

Model of Firearm

\* Ammunition Calibre (If CALIBRE is not on the list, please select OTHER)

Choose...

\* Serial Number

Serial Number

\* Ammunition Quantity (Enter 0 for none and if Reason for Holding is Possession Only)

Ammunition Quantity (Enter 0 for none)

\* Reason for Holding

Reason for Holding

Next >

Once complete select NEXT



Where do you intend to use the firearm?

This section will have a drop down list available to you based on the details you provided in Workflow 4 of the application process. The example shows a tick box for Other Usage. This will also include own land, other land, target clubs, others clubs if you have added them in workflow 4.

Click on the white arrow to view the list available.




Select from the list the reason or where you intend to shoot the specific firearm you are adding to the application.

Once complete select Add Firearm or Sound Moderator to Application.

You can view the details of the Firearm entered in the summary pane.

If you have more than one Firearm to process as part of the application you need to repeat the process of adding a Firearm for each.

Select Add Another Firearm or Sound Moderator

**WHERE do you Intend to Use the Firearm or Sound Moderator** 


Thank you. Please Click the 'Add Firearm or Sound Moderator To Application' button to add this Firearm or Sound Moderator to your Application Firearms list below. This will reset the fields above should you wish to add another firearm or sound moderator or make changes.

[Add Firearm or Sound Moderator To Application](#) [Cancel](#)

**Firearm Details**

[Add Another Firearm](#)

Firearms List

	Make, Type, Model	Ammunition Calibre	Serial Number	Ammunition Quantity	Why	Where	
<a href="#">Delete</a>	A TEC WAVE , Air Rifle , TEST	.177	123	123			<a href="#">Edit</a>

[Previous](#) [Next](#)

[Add Another Firearm or Sound Moderator](#)

Firearm Summary

This is the opportunity for you to review the information inserted and to edit any errors or delete a Firearm.

Once you have added all the Firearm details you can continue the application please select Next or Previous should you wish to make a change to the information submitted.

**Firearm Details**

[Add Another Firearm](#)

Firearms List

	Make, Type, Model	Ammunition Calibre	Serial Number	Ammunition Quantity	Why	Where	Var. Type	
<a href="#">Delete</a>	A&A , Air Rifle , Test	.17 WSM	1234	1234	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>

[< Previous](#) [Next >](#)

# Firearm Storage – Workflow 6



Action	Details Asked	Additional Note	Sample Images
Firearm Storage Details	<p>Please confirm your storage arrangements</p> <ul style="list-style-type: none"> <li>- Confirm that storage is/will be equal to BS7558</li> </ul> <p>If applicable, enter details of any other storage locations.</p>	<p>The minimum acceptable storage must equate to Gun Cabinet Specification BS7558. Gun cabinets must be secured to the fabric of the building. Further detailed information is available in Appendix 10 of the NIO document 'Guidance on NI Firearms Controls', available from the NIO website <a href="http://www.dojni.gov.uk">www.dojni.gov.uk</a></p> <p>Please select yes or no to Question 1.</p>	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <p>Thank you. Now we need to understand how and where your firearms are stored.</p> </div> <p><b>Firearm Storage</b></p> <p>Do you currently have storage in place equivalent to BS7558? ●</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>* Please state exact means of storage (must be equivalent to BS7558)</p> <p>Choose... <span style="border: 1px solid #ccc; padding: 2px;">▼</span></p> <p style="margin-left: 150px;">← If Yes – select the storage type from the drop down list</p> <hr/> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Thank you. Now we need to understand how and where your firearms are stored.</p> </div> <p><b>Firearm Storage</b></p> <p>Do you currently have storage in place equivalent to BS7558? ●</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Do you intend to put in place BS7558 storage arrangements? ●</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p style="margin-left: 150px;">← If No – Please state if you intend to put storage arrangements in place.</p>

If applicable, enter details of any persons you have shared storage with  
Enter their:  
- Their forename  
- Their surname  
- Their FAC

Question 2 asks if you intend to store your firearm at other locations.  
You will be required to insert details of an alternative address if applicable.

Question 3 asks if you intend to share storage with another certificate holder. If applicable complete.

If you answer 'No' to all four questions you will not be able to proceed any further with your application.

Once you have completed the storage section please select Next or Previous should you wish to make a change to the information submitted.

Thank you. Now we need to understand how and where your firearms are stored.

### Firearm Storage

Do you intend to store any of your firearms at other locations?  
 Yes  
 No

[Add Address](#)

Building Number	Address Line1	Address Line2	County	PostCode

Find Address

Postcode   
To find your address please enter a valid NI postcode and select find address  
[Find address](#)

If you cannot find your address, or you live outside of Northern Ireland, please enter your details below.

Building name or number

\* Address line 1

Address line 2

\* County

[Add](#) [Cancel](#)

Thank you. Now we need to understand how and where your firearms are stored.

### Firearm Storage

Do you intend to share storage with another Certificate holder at the same location and in the same cabinet?  
 Yes  
 No

\* Please state their Forename

\* Please state their Surname

\* Please state their FAC

[< Previous](#) [Next >](#)

# Declaration (Including Parent Declaration if Applicable)- Workflow 7



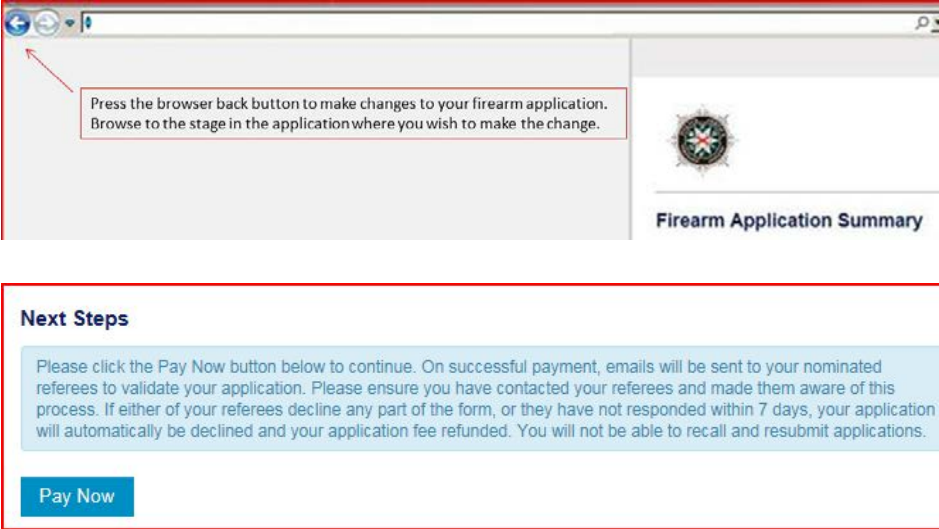

Action	Details Asked	Additional Note	Sample Images
Parent/Guardian Authorisation (if applicable)	<ul style="list-style-type: none"> <li>• Parent/Guardian Title</li> <li>• Parent/Guardian Forename</li> <li>• Parent/Guardian Surname</li> <li>• Parent/Guardian mobile number</li> <li>• Parent/Guardian email</li> </ul>	<p>If you are less than 18 years old, a parent/guardian will be required to countersign your application.</p> <p>Like a referee, the parent/guardian will have up to 7 days to complete their section of the form.</p>	<div style="border: 2px solid red; padding: 10px;"> <p><b>Application for a "Variation" of an existing Firearm Certificate - £30.00 or £0</b></p> <p style="background-color: #e0f2f1; padding: 5px;">As you are under 18, your Parent or Guardian will be required to act as a referee to verify this application. Please enter your Parent/Guardian details below. This information will be subject to FEB checks. Finally, we need you to sign a declaration. Please read the declaration carefully. When you select the RED CHECKBOX below and finish, we will record this as your electronic signature. This is a legally binding signature.</p> <p><b>Parent Authorization Required</b></p> <p>* Indicates required field</p> <p>* Parent/Guardian Title  <input type="text" value="Choose..."/></p> <p>* Parent/Guardian Forename  <input type="text" value="Parent/Guardian Forename"/></p> <p>* Parent/Guardian Surname  <input type="text" value="Parent/Guardian Surname"/></p> <p>* Parent/Guardian Mobile Number  <input type="text" value="Parent/Guardian Mobile Number"/></p> <p>* Parent/Guardian Email   <input type="text" value="Parent/Guardian Email"/></p> <p>* Parent/Guardian Confirmation Email Address  <input type="text" value="Parent/Guardian Confirmation Email Address"/></p> </div>

<p>Declaration</p>	<p>To agree that all information, to the best of your knowledge, is correct.</p> <p>Please be aware that information provided may be subject to police checks</p>	<p>You must declare that the detail you have entered as part of your application is true and accurate.</p> <p>You will be subject to a check of police records both within and outside the UK (if applicable) and your details will be held on computer.</p> <p>To proceed and view a summary of your application please select Submit. If you wish to make a change select Previous.</p>	<div style="border: 1px solid red; padding: 10px;"> <p style="background-color: #e1f5fe; padding: 5px;">Finally, we need you to sign a declaration. Please read the declaration carefully. When you select the RED CHECKBOX below and finish, we will record this as your electronic signature. This is a legally binding signature.</p> <h3 style="margin: 0;">Applicant Declaration</h3> <p style="font-size: small; color: blue;">* Indicates required field</p> <div style="background-color: #ffe0b2; padding: 5px; margin: 5px 0;"> <input type="checkbox"/> I/We declare that the statements made on this application are true. I/We understand that I/we will be subject to a check of police records both within and outside the UK and that my details may be held on computer. It is an offence for any person to knowingly or recklessly make a statement which is false in any material particular for the purpose of procuring either for themselves or for another person the grant of a firearm certificate.         </div> <p style="font-size: x-small; color: blue; margin-top: 10px;">Data Protection Act 1998 - Personal data is handled in accordance with the Data Protection Act 1998. The information is processed by the PSNI for a policing purpose namely firearms licensing and may be used in accordance with the prevention and detection of crime. Information shall not be disclosed unless we are required to do so by law or it is in the overriding public interest to do so.</p> <hr style="border: 0; border-top: 1px solid #ccc; margin: 10px 0;"/> <div style="display: flex; justify-content: space-between; margin: 0;"> <span style="background-color: #9e9e9e; color: white; padding: 5px 10px; border-radius: 3px;">&lt; Previous</span> <span style="background-color: #00796b; color: white; padding: 5px 10px; border-radius: 3px;">Submit &gt;</span> </div> </div>
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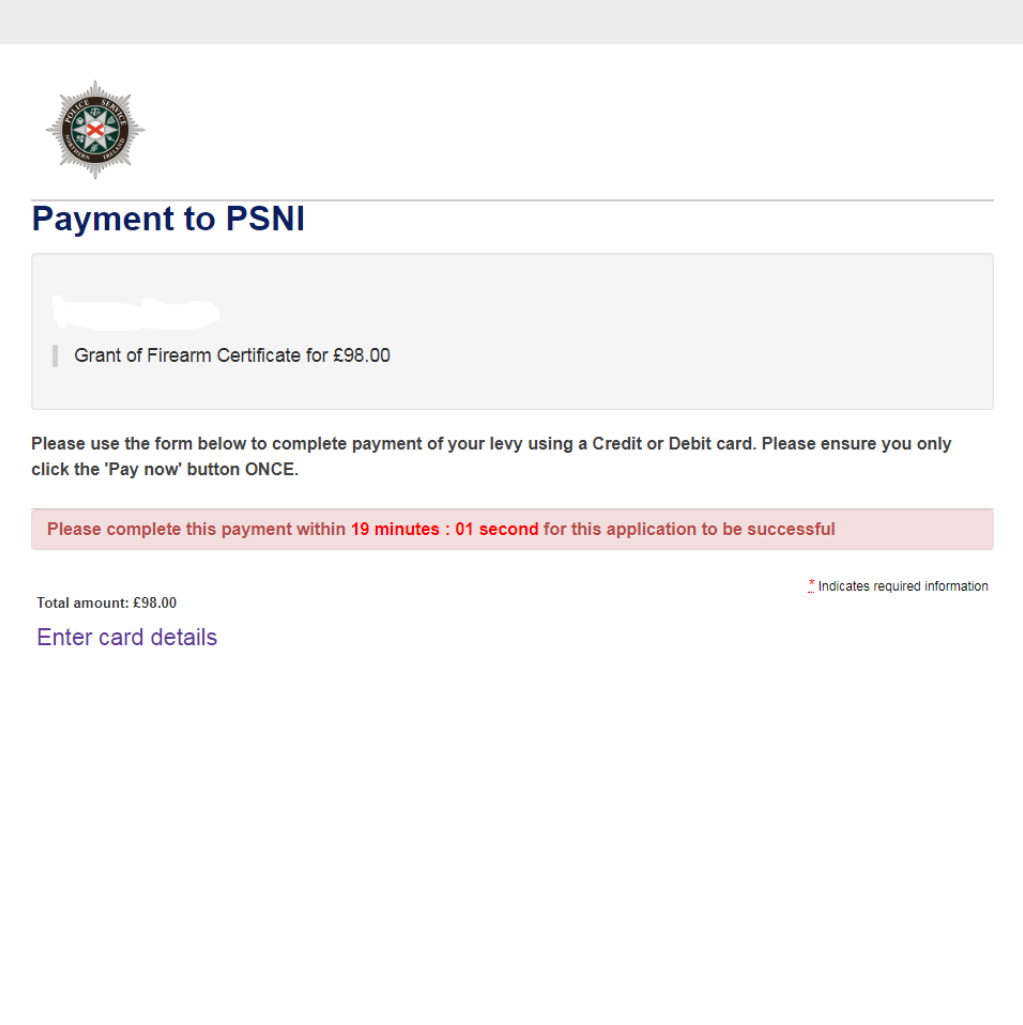
# Firearm Application Summary before Payment

Action	Details Asked	Additional Note	Sample Images														
Summary of Application	The summary of the application form is presented. You can save this to your device.	The Summary data will display.	<div data-bbox="1086 308 1624 1340" style="border: 1px solid red; padding: 5px;"> <p><b>Firearm Application Summary</b></p> <p>Thank You. Please review a summary of information we have captured for your application and next steps. When you are ready, please click the PayNow button below to pay for your application.</p> <p><b>Applicant Declarations</b></p> <p>Previous Convictions:</p> <p>Previous Firearms Applications Declined:</p> <hr/> <p><b>Applicant Personal Details</b></p> <p>Name:</p> <p>Previous Name:</p> <p>Date of Birth:</p> <p>Gender:</p> <p>Mobile Phone:</p> <p>Email:</p> <hr/> <p><b>Applicant Address History Details</b></p> <p>Has the address changed since last application:</p> <p>Current Address:</p> <hr/> <p><b>Applicant Medical Details</b></p> <p>Depression/Mental Health:</p> <p>Physical Disability (e.g. Sight):</p> <p>Epilepsy:</p> <p>Drug/Alcohol Abuse:</p> <p>Any other medical condition that you deem relevant to holding a firearm, that you wish to declare? :</p> <p>General Practitioner Name:</p> <p>I declare that that I will inform the Chief Constable of any changes to existing medical condition(s) or development of new medical condition(s) during the lifetime of this certificate.</p> <p>I give my consent for the police to approach my GP, Consultant or other medical authority to obtain factual details of my medical history if necessary:</p> <hr/> <p><b>Firearm List Details</b></p> <table border="1"> <thead> <tr> <th>Make, Type, Model</th> <th>Ammunition Calibre</th> <th>Serial Number</th> <th>Ammunition Quantity</th> <th>Why</th> <th>Where</th> <th>Var. Type</th> </tr> </thead> <tbody> <tr> <td>A&amp;A, Air Rifle, Test</td> <td>17 WSM</td> <td>1234</td> <td>1234</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table> </div> <div data-bbox="1608 472 2056 989" style="border: 1px solid red; padding: 5px; margin-top: 10px;"> <p><b>Firearm Storage Details</b></p> <p>Storage in Place Equivalent to BS7558:</p> <p>Storage Arrangements in Place:</p> <p>Shared Storage With Another FAC Holder:</p> <p>Stored at Other Locations:</p> <hr/> <p><b>Parental/Guardian Details</b></p> <p>Parent/Guardian Name:</p> <p>Mobile Phone:</p> <p>Email:</p> <hr/> <p><b>Declarations</b></p> <p>Parent Declaration Signed:</p> <hr/> <p><b>Next Steps</b></p> <p>Please click the Pay Now button below to continue. If you have added target club details to the application, emails will be sent to these clubs to validate your use of the firearms for target. If you are under 18, your parent will be contacted. Please ensure you have contacted them and made them aware of this process. If any of the clubs or your parent decline any part of the form, or they have not responded within 7 days, your application will automatically be declined and your application fee refunded if applicable. You will not be able to re-apply and resubmit applications.</p> <p><a href="#" style="background-color: #007bff; color: white; padding: 2px 5px;">Pay Now</a></p> </div>	Make, Type, Model	Ammunition Calibre	Serial Number	Ammunition Quantity	Why	Where	Var. Type	A&A, Air Rifle, Test	17 WSM	1234	1234	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Make, Type, Model	Ammunition Calibre	Serial Number	Ammunition Quantity	Why	Where	Var. Type											
A&A, Air Rifle, Test	17 WSM	1234	1234	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>											



		<p>If you need to make a change to any of the details in your application please click on the browser back button on your device.</p> <p>If you are content the summary page reflects the information you wish to submit to PSNI please select the Pay Now Button.</p> <p>Selecting the “Pay Now” button will allow you to proceed and make electronic payment.</p>	
Pay Now	Selecting the “Pay Now” button will submit the application to the payment screen.		


# Payment to PSNI

Action	Details Asked	Additional Note	Sample Images
Payment Portal		Please note that from this point you will have 20 minutes to complete the payment for your application. If not completed within this time, then your application will expire and you will be redirected to start again.	 <p>The screenshot shows the PSNI logo at the top left. Below it is the heading "Payment to PSNI". A grey box contains the text "Grant of Firearm Certificate for £98.00". Below this is a paragraph: "Please use the form below to complete payment of your levy using a Credit or Debit card. Please ensure you only click the 'Pay now' button ONCE." A red warning box states: "Please complete this payment within 19 minutes : 01 second for this application to be successful". At the bottom left, it says "Total amount: £98.00" and "Enter card details". At the bottom right, there is a small red asterisk icon with the text "Indicates required information".</p>

Insert card details

All major credit/debit cards will be accepted. Payment card number must be 16 digits on the front of the card. There are no spaces between the digits. The security code is the last 3 digits on the back of the card along the white strip.

To process Payment select the Finish button. Once payment has been submitted you and the referees included in the application will receive an email with the Application Reference Number and information on next steps.



## Payment to PSNI

**Test Test**  
Grant of Firearm Certificate for £98.00

Please use the form below to complete payment of your levy using a Credit or Debit card.

### Enter card details

Name on card \*

Card type \*

Card number \*

Issue number



Start date

Expiry date \*

Card security code \*

House number/name


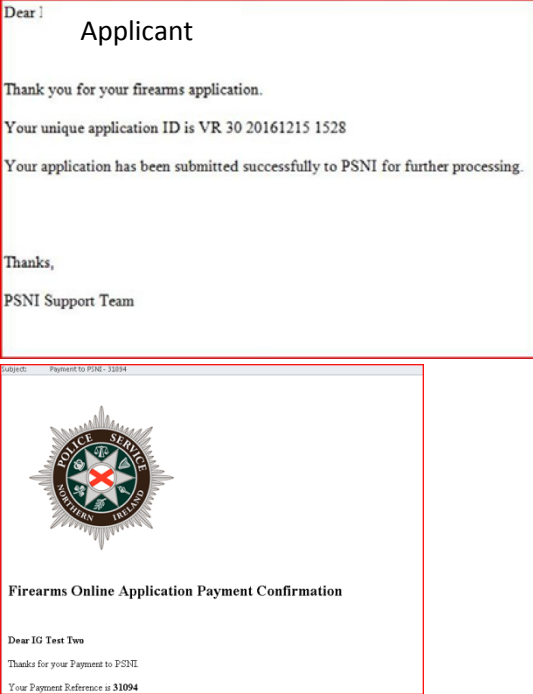
Postcode

© Crown copyright [Terms and conditions](#) [Privacy](#) [Cookies](#)

Selecting the "Finish" button will submit the payment and complete the process.

# Firearm Application Summary after Payment

Action	Details Asked	Additional Note	Sample Images
Summary of Application	<p>This will show a full summary of the application. (as detailed above)</p> <p>The process of applying for a Firearm Certificate is now complete.</p>	<p>You will view a summary of the application and your Application Reference Number. <b>(THIS IS CASE AND SPACE SENSITIVE)</b></p> <p>It is advised to take a note of the Application Reference Number as PSNI will ask for this should you have a query about your application.</p>	
Email of Confirmation	<p>You will receive an email confirming your payment has been accepted.</p> <p>The Application Reference Number will also be stated on this email.</p>	<p>If you are between 16-18 years old your Parent / Guardian must verify your application <b>within 7 days</b>. They will receive three reminders to complete this within the <b>7 days</b> of you submitting your application.</p> <p>Please note PSNI will not receive your submitted application until your Parent / Guardian has verified your application details.</p> <p>If you do not require a Parent / Guardian verification your application will be submitted to PSNI for processing.</p>	

		<p>The referee(s) can access the referee verification through the verification page which can be accessed via the Police Service Website: <a href="http://www.psni.police.uk">www.psni.police.uk</a></p> <p><b><u>Click to the following pages:</u></b> Advice and Information &gt; Firearms &gt; Click on the 'Referee Verification' link, and then click on the Referee Verification button on the right hand side of the screen.</p>	
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