

**NORTHAMPTONSHIRE POLICE
FIREARMS LICENSING UNIT
NOTES FOR GUIDANCE WHEN APPLYING TO
VARY A FIREARM CERTIFICATE**

An Application to Vary a Firearm Certificate (Form 201V) is required to make changes to the firearms you hold, this must be submitted with your current Firearm Certificate.

If you have disposed of a firearm and are wishing to replace it with another then this is classed as a 'one for one' variation and no fee is required. If you are requesting the same or a lesser calibre the certificate will be reprinted and sent directly to you; if you are requesting a higher calibre and/or a change of use, the Firearms Enquiry Officer will need to visit you.

Please note, where authorities remain unused for long periods of time then this may call into question the continuing good reason for the firearms.

Where additional firearms or sound moderators are requested, then the fee for a variation is £20.00, cheques should be made payable to "**PCC Northants**", the abbreviation for the Police and Crime Commissioner for Northamptonshire.

Applications should be posted to:

**Firearms Licensing Unit
Police Headquarters
Wootton Hall
Northampton
NN4 0JQ**

Enquiries 101 Extension 341035 (lines open 14:00 – 16:30)
From mobiles 03000 111 222

If you would like to hand in your application to our office address this is:

Firearms Licensing Unit
27-29 Salthouse Road
Brackmills Industrial Estate
Northampton
NN4 7EX

Office Hours:	Monday - Thursday	08:30 – 17:00
	Friday	08:30 – 16:30

FAX 01604 828459

APPLICATION TO VARY A FIREARM CERTIFICATE

You may type your responses except where your signature is required. Otherwise, please use black ink and write in BLOCK CAPITALS throughout, except when signing. If you wish to provide any further information to that mentioned in this form, you must also sign and date that information.

NOTE : THE CERTIFICATE TO BE VARIED, OR A COPY OF IT, MUST BE ENCLOSED WITH THIS FORM

Form 201 contains notes which may be helpful in completing this form

<p>PART A: Personal details.</p> <p>1. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female</p> <p>2. Title</p> <p>3. Surname</p> <p> a. Previous surname(s)</p> <p> </p> <p>4. Forenames (state all)</p> <p> </p> <p>5. Home address</p> <p> </p> <p> </p> <p> a. Postcode</p> <p> b. Home tel number</p> <p> c. Mobile number</p> <p> d. Home E-mail</p> <p>6. Height</p> <p>7. Date of Birth</p> <p> a. Place of birth</p> <p> b. Nationality.....</p> <p>8. Occupation</p> <p> a. Work address</p> <p> </p> <p> </p> <p> b. Postcode</p> <p> c. Work tel number.....</p> <p> d. Work E-mail.....</p>	<p>PART B: Personal health & medical declaration If necessary, continue on page 4</p> <p>9. Do you suffer from any relevant medical conditions? [Relevant medical conditions are listed in Note 5 contained in application form 201.]</p> <p><input type="checkbox"/> Yes (If yes give details) <input type="checkbox"/> No</p> <p>.....</p> <p>10. Details of your GP or GP practice</p> <p> a. Name</p> <p> b. Address</p> <p> </p> <p> </p> <p> c. Postcode</p> <p> d. Tel number</p> <p> e. E-mail</p> <p>PART C: Offences</p> <p>11. Have you been convicted of any offence or received a written caution (including speeding but not including parking offences or fixed penalty notices) since your last application to grant or renew the certificate?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(If yes, give details of <u>all</u> convictions and/or formal written police cautions, binding overs and spent convictions, including those received outside Great Britain).</p> <p>.....</p>
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12. If you wish to report the disposal of any firearms currently shown on your firearm certificate please give details below :

Calibre Metric/Imperial	Type	Make e.g. Winchester	Serial No

13. Details of firearms to be acquired :

Calibre Metric/Imperial	Type	Reason e.g. Target, vermin (please provide land/club details)

14. Details of the ammunition to be added or deleted :

AMMUNITION TO BE ADDED

Calibre Metric/Imperial	Quantity

AMMUNITION TO BE DELETED

Calibre Metric/Imperial

DECLARATION

The information I have provided on this form is true and I understand that it is an offence under section 29(3) of the Firearms Act to knowingly or recklessly make a false statement for the purpose of procuring a variation of a certificate, the maximum penalty for which is six months' imprisonment and/or a fine. I understand that I will be subject to a check of police records and that my details will be held electronically.

I understand that if I do not provide the required information my application cannot be processed and will be refused.

I understand that I am expected to inform the police if I begin to suffer from a relevant medical condition, **having sought medical advice or treatment for such a condition**, while the certificate remains valid.

Data Protection

I understand that all information submitted will be handled in accordance with the Data Protection Act 1998 and the Freedom of Information Act 2000 and connected legislation. I understand and give consent for information contained within my application form or obtained in the course of deciding the application to be shared with: my GP, other government departments, regulatory bodies or enforcement agencies in the course of either deciding the application or in pursuance of maintaining public safety or the peace.

Note: Any information shared will be shared in accordance with data sharing protocols. We do not share your personal or company details with other applicants or members of the public and treat information in connection with the application in confidence, but individuals should be aware that we may be required to disclose some information in accordance with the legislation referred to above.

Signature:

Print name:

Date:

If the applicant is under 18 years of age the following must be completed

Parent or Guardian

Signature:

Print name:

Date:

CONTINUATION SHEET

Please use this space for any additional information: