

Information advising how your personal information will be processed by Police Scotland and your rights in relation to this can be accessed by following the link below:

<https://www.scotland.police.uk/assets/pdf/340047/473456/privacy-notice-gdpr-licensing-firearms-civic-and-liquor>



Form AWL1

Application for the Grant or Renewal of an Air Weapon Certificate

Please read the notes at the end of this form carefully before completing the application form.

Please use black ink and write in **BLOCK CAPITALS** throughout, except when signing. A continuation form is provided if you require or wish to provide any further information.

I am applying for the (tick which box applies):

Grant Renewal of an air weapon certificate

Do you already hold a firearm or shot gun certificate?

Yes, a firearm certificate only Yes, a shot gun certificate only
 Yes, both; No

If yes, do you wish the air weapon certificate to expire on the same day as the firearm or shot gun certificate? (Please tick the appropriate box):

Yes, on the same day as the firearm certificate;
 Yes, on the same day as the shot gun certificate;
 No

If you are applying for the renewal of an air weapon certificate, and also separately applying for the grant or renewal of a firearm or shot gun certificate, do you wish the air weapon certificate to be renewed as from the same day as that on which the firearm or shot gun certificate is granted or renewed? (Please tick the appropriate box):

Yes, on the same day as the firearm certificate;
 Yes, on the same day as the shot gun certificate;
 No

If you already hold a firearm and / or shot gun certificate please complete the following:

- Existing firearm certificate number:..... Expiry Date:
- Existing shot gun certificate number: Expiry Date:

Part A: Personal Details

1. Are you male or female? Male Female
2. Title: 3. Surname:
4. Forenames (state all):
5. If you have at any time used a name other than that given in answer to questions 3 and 4 please complete below:
Previous surnames(s):
.....
Previous forenames(s):
.....
6. Home address:
.....
.....
.....
.....
- a. Postcode: b. Tel No:
c. Mobile No. d. Email:
- e. Have you had any previous home addresses in the last 5 years?
 Yes (please give details at Part F) No
7. Date of Birth: (tick here if you are under 18)
a. Place of Birth:
b. Nationality:

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8. Occupation:

a. Work address:

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.....
.....

b. Postcode: c.Tel No:

9. Do you suffer from any medical condition or disability, including alcohol or drug-related conditions?

Yes No

If Yes, Please give details:

.....
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.....

10. Have you ever attended a General Practitioner (GP) for the treatment of depression, epilepsy or any other condition, mental or physical, which might affect your ability to safely use and possess an air weapon?

Yes No

If Yes, please give details:

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.....
.....
.....
.....

11. Have you ever been convicted of any offence?

Yes No

If yes, please give details:

Date	Offence
.....
.....
.....
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.....

Part B: Air Weapon Use and Security

12. Please state your reason(s) for using, possessing, purchasing or acquiring air weapon(s) (e.g. target shooting, pest control – please indicate all that apply):

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13. Please provide details of land where shooting will take place:

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14. Please provide details of current (or in the case of a grant, proposed) security and storage arrangements:

a. Will the air weapons possessed by you be held at your home address?

Yes

No

If Yes, please give details:

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.....
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.....
.....
.....

b. What type of security measures / storage facilities will be in place?

clamp

gun cabinet

gun room

other (please provide details)

.....
.....
.....
.....
.....

c. Are these security arrangements shared with another certificate holder (including firearm And / or shot gun certificate holders)?

Yes

No

If Yes, please give details:

.....
.....
.....
.....

Part C: Declaration

I have enclosed two identical photographs of a current likeness of me, the applicant, together with the fee for this application.

I confirm that I have read and understood the notes at the end of this application form and that, to the best of my knowledge and belief, the information I have provided on this form is correct.

I understand that it is an offence under section 31(1) of the Air Weapons and Licensing (Scotland) Act 2015 to knowingly or recklessly make any statement which is false in any material particular for the purpose of procuring the grant or renewal of an air weapon certificate (the maximum penalty for which is twelve months' imprisonment and / or a fine of level 5 on the standard scale).

I understand that I will be subject to a check of police records and that my details will be held electronically.

Signature:

Print Name:

Date:

Part D: Consent of Parent or Guardian where applicant is under the age of 18

This Part must be completed by the applicant's parent or guardian if the applicant is under 18 years of age.

I am the applicant's Parent or Guardian (please tick the appropriate box).

I confirm that I consent to the applicant making this application, as required by section 7(2) of the Air Weapons and Licensing (Scotland) Act 2015.

Parent's / Guardian's Signature:

Print Name:

Date:

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Parent / Guardian contact details:

Home address (if different to address provided at question 6)

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.....
.....

Postcode: Telephone Number:

Contact email:

Part E: Verification

This Part must be completed by an individual who meets the requirements of section 4(2) of the Air Weapons and Licensing (Scotland) Act 2015.

I confirm that I have known the applicant for at least two years and that, to the best of my knowledge and belief, the information provided on this application form is correct.

I understand that it is an offence under section 31(1) of the Air Weapons and Licensing (Scotland) Act 2015 to knowingly or recklessly make any statement which is false in any material particular for the purpose of procuring the grant or renewal of an air weapon certificate for another person (the maximum penalty for which is twelve months' imprisonment and / or a fine of level 5 on the standard scale).

Verifier's Signature:

Print Name:

Date:

Date of Birth:

Occupation:

Home Address:

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.....
.....

Postcode: Telephone number:

Contact email:.....

Part F: Previous home address(es) from the past five years:

Address 1

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.....

Postcode:

Date From: Date To:

Address 2

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.....
.....
.....

Postcode:

Date From: Date To:

For Official Use Only

Fee Paid: Signature:

Receipt No: Rank / Number:

Date: Station:

Application for the Grant or Renewal of an Air Weapon Certificate

Notes – Please read these before completing the form

1. Section 2 of the Air Weapons and Licensing (Scotland) Act 2015 (“the 2015 Act”) requires a person to hold an air weapon certificate if they wish to use, possess, purchase or acquire an air weapon, as defined in the 2015 Act. This requirement is subject to a number of exemptions which are set out in schedule 1 to the 2015 Act.
2. Form AWL1 should be completed by any person wishing to apply for a new air weapon certificate, or to renew an existing certificate. The following notes are designed to help applicants complete the form as fully and accurately as possible. When complete, the form should be submitted to the Police Service of Scotland (“Police Scotland”) for the Chief Constable to determine whether or not to grant or renew a certificate.

Part A

3. Part A asks for your personal details, including current and previous home addresses, your occupation, etc. In addition, the form asks about any medical conditions which might affect your ability to shoot air weapons safely. Medical fitness is one factor that the Chief Constable will consider when determining whether an applicant is fit to be entrusted with an air weapon under section 5 of the 2015 Act. Accordingly, you must disclose any physical or mental health condition(s) that may affect your ability to safely use and possess an air weapon. If the Chief Constable requires further information, you may be contacted for permission to speak to your GP.
4. At Question 11 you must disclose any and **all** previous convictions. This includes: convictions by or before Scottish courts as well as courts outside Scotland; orders for absolute discharge or conditional discharge, and convictions which are spent under the Rehabilitation of Offenders Act 1974. Spent convictions require to be disclosed by virtue of the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2013 (SSI 2013/50, as amended by SSI 2016/147). However, you do not have to disclose any offences dealt with by way of a fixed penalty notice or other alternative to prosecution. If you are in any doubt, please discuss this with the firearms licensing contact at Police Scotland.
5. In addition, section 21 of the Firearms Act 1968 details restrictions on the possession of firearms (including air weapons) by those previously convicted of crime. If you are prohibited from possessing a firearm under that section, the Chief Constable must not grant you an air weapon certificate under section 5 of the 2015 Act.

Part B

6. Part B of the form seeks information as to why you wish to use, possess, purchase or acquire an air weapon. Under section 5 of the 2015 Act, the Chief Constable must be satisfied that a person has good reason to have an air weapon.

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7. There are many such reasons, including for pest control or the protection of crops; to allow you to participate in club or competition shooting; sport or casual target shooting in a safe environment at home or on land where you have the permission of the owner, etc. You must provide evidence that you have permission to shoot over suitable land, where this is appropriate. Please provide the address of at least one area of land together with the name, address and telephone number of the person who has given you permission to shoot, or the details of an approved air weapon club of which you are a member. You will not necessarily be limited to shooting over that individual piece of land.
8. Question 14 seeks information about how the air weapons you possess will be stored when not in use. Guidance and advice on security arrangements is available from the police and online.

Parts C and D

9. You are required to sign the appropriate declaration, confirming the information provided on the form, prior to submitting it to the police. In addition, the parent or guardian of any applicant aged 14 to 17 years, is also required to complete the relevant section of the form, giving consent to the application. It should be noted that a person under the age of 18 years is not permitted to purchase, hire, accept as a gift or own an air weapon, but may use one with appropriate permission. Section 7 of the 2015 Act sets out special requirements and conditions for young people.

Photographs

10. The application must be accompanied by two identical, current photographs of you. The photographs must measure 45 millimetres high by 35 millimetres wide; be taken against a light background; show a current true likeness of you, the applicant; and show your full face, without wearing sunglasses, tinted glasses or any head covering (unless you wear a head covering on account of religious belief). Ordinary passport-style photographs are suitable for this purpose. One of the photographs must be signed in ink, on the back by you, the applicant.

Part E

11. Section 4 of the 2015 Act requires the application to be verified by an independent person. He or she should complete the details set out at Part E, signing and dating the form as required.
12. The person verifying your application should have known you for at least two years and should be, in the opinion of the Chief Constable of Police Scotland, of good standing in the community. In addition, the verifier should **not** be:
 - a relative of the applicant;
 - a registered firearms dealer;
 - a constable or a member of police staff;
 - a member of, or a member of staff of, the Scottish Police Authority; or
 - ordinarily resident outwith the UK

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Submitting the form

13. When you have completed the form you should post it or take it to Police Scotland, along with the required photographs and the application fee.
14. **Forms can be sent to: Firearms and Explosives Licensing – Local Authority Area**

Aberdeen City Aberdeenshire, Moray	Aberdeen Firearms & Explosives Licensing Queen St Aberdeen AB10 1ZA TEL: 01224 306270 FAX: 01224 306013 northeastfirearmslicensing@scotland.pnn.police.uk
Forth Valley For those individuals who reside in the Forth Valley Area (legacy Central Scotland Police)	Forth Valley Firearms & Explosives Licensing Falkirk Police Station West Bridge Street Falkirk FK1 5AP TEL: 01324 676283 Firearmslicensingstirling@scotland.pnn.police.uk
Angus Dundee City Perth and Kinross	Dundee Firearms & Explosives Licensing PO Box 59 West Bell St Dundee DD1 9JU TEL: 01382 596858 FAX: 01382 596859 Firearmslicensingdundee@scotland.pnn.police.uk
Edinburgh For those who reside in Edinburgh area with Post Codes EH1 – EH14 and EH27 – EH 30	Edinburgh Firearms & Explosives Licensing Fettes Ave Edinburgh EH4 1RB TEL: 0131 311 3297/8 FAX: 0131 311 3064 Firearmslicensingedinburgh@scotland.pnn.police.uk
Argyll and Bute North, East and South Ayrshire East and West Dunbartonshire Glasgow City Inverclyde North and South Lanarkshire Renfrewshire and East Renfrewshire	Glasgow Firearms & Explosives Licensing Clyde Gateway, 2 French Street Glasgow G40 4EH TEL: 01786 895 580 FAX: 01786 895 599 Firearmslicensingglasgow@scotland.pnn.police.uk

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Eilean Siar Highland Orkney Islands Shetland Islands	Inverness Firearms & Explosives Licensing Old Perth Rd Inverness IV2 3SY TEL: 01463 720484 FAX: 01464 720827 Firearmslicensinginverness@scotland.pnn.police.uk
Glenrothes For those who reside in Fife, the Scottish Borders, East Lothian, West Lothian and Midlothian out with Post Codes EH27 – EH30	Glenrothes Firearms & Explosives Licensing Detroit Rd Glenrothes KY6 2RJ TEL: 01592 418424 FAX: 01592 418444 Firearmslicensingglenrothes@scotland.pnn.police.uk
Dumfries and Galloway	Dumfries Firearms & Explosives Licensing Cornwall Mount Dumfries DG1 1PZ TEL: 01387 242263 FAX: 01382 596859 Firearmslicensingdumfries@scotland.pnn.police.uk

Alignment of different types of certificate under section 9 of the 2015 Act.ccac

15. If you already hold a firearm and / or shot gun certificate, and you wish to apply for an air weapon certificate that expires on the same day as that certificate (or either certificate, if you hold both), tick the appropriate box on page 1 of this form to indicate which certificates you wish to align (or make coterminous). Please also enter the relevant certificate number(s) and expiry date(s).
16. If you are applying for the grant or renewal of a firearm or shot gun certificate, and wish to apply for your air weapon certificate to be renewed as from the same day as that on which the firearm or shot gun certificate is granted or renewed, then you should complete both this form and Firearms Form 201. Tick the appropriate box on page 1 of this form to indicate which certificates you wish to align. Please also enter the relevant certificate number(s) and expiry date(s) of any firearm or shot gun certificate you currently hold.