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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 AWL5

Application for the Grant of an Event Permit

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.

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:
- 7. Date of Birth: (tick here if you are under 18)
 a. Place of Birth:
 b. Nationality:

8. Have you ever been convicted of any offence?

Yes

No

If yes, please give details:

Date

Offence

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Part B: Event Details

9. Please give details of the event activity / activities involving air weapons and the reasons for requiring a permit:

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10. Please give the location of the event:

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11. Please give full details, including contact details, of the person who will be supplying the air weapons for the event:

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12. Please give full details, including contact details, of the person or persons who will have responsibility for the air weapon during the event:

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13. What arrangements have been made for the safekeeping of the air weapons while in your possession?

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14. Duration of the event for which the permit needs to be valid:

From: To:

Part C: Declaration

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 of an event permit (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:

For Official Use Only

Fee Paid: Signature:

Receipt No: Rank / Number:

Date: Station:

Application for the Grant of an Event Permit

Notes – Please read these before completing the form

1. Section 17 of the Air Weapons and Licensing (Scotland) Act 2015 (“the 2015 Act”) enables a person (“the organiser”) to apply for an Event Permit. Such events may include fairs, gala days, highland games, gymkhanas, pony club meets, tetrathlons, etc where air weapons are to be used in shooting galleries or competitions. The Event Permit allows individuals to borrow, hire, possess and use an air weapon at the event without holding an Air Weapon Certificate. It is a requirement of section 17(3) of the 2015 Act that the organiser must ensure that the permit, or a copy of it, is prominently displayed at the event so as to be capable of being read by anyone attending.
2. Form AWL5 should be completed by the organiser of the event, or a person designated by the organiser. 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 a permit.

Part A

3. Part A asks for your personal details, including home address, nationality. etc.
4. At Question 8 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.

Part B

5. Part B of the form seeks detailed information on the event itself, the location of the event and the need for a permit –for example, an explanation of the type of shooting which will take place, information on the persons who will be in charge of the weapons on the day etc. In addition, you are required to provide information about the person supplying the air weapons to the event. Finally, you are required to provide information with regard to how the weapons will be secured and stored, including when they are not in use. You may wish to discuss the situation with the police prior to making an application.
6. You should provide as much information as possible on the application form. This will enable Police Scotland to take all of the relevant information into account when determining your application.

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Part C

7. You are required to sign the appropriate declaration, confirming the information provided on the form, prior to submitting it to the police.

Submitting the form

8. When you have completed the form you should post it or take it to Police Scotland, along with the appropriate application fee.
9. **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

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