



DEALER INSTRUCTIONS

For more information visit:
www.police.sa.gov.au



SOUTH AUSTRALIA POLICE
KEEPING SA SAFE



Government
of South Australia



PARTICIPATION

South Australia Police seek to operate the Amnesty in partnership with all firearm dealers who:

- nominate to participate in the Amnesty,
- hold an unrestricted firearms dealer licence, and
- conduct a self-audit confirming the suitability of his or her business premises and practices to safely and effectively participate in the Amnesty.

A list of approved participating licensed dealers is published on South Australia Police's website at www.police.sa.gov.au.

ITEMS THAT CAN BE ACCEPTED FOR SURRENDER

Items that can be accepted for surrender during the Amnesty include:

- firearms
- firearm parts
- ammunition
- fittings
- mechanisms
- prohibited firearm accessories, and
- silencers.

QUANTUM OF FIREARMS ACCEPTED FOR SURRENDER

For the purpose of participating in the Amnesty, participating licensed dealers are bound by the conditions of their dealer's licence.

Participating licensed dealers can accept surrender of all classes of firearms during the Amnesty.

A participating licensed dealer must ensure the number of firearms he/she is authorised to possess under his/her licence is not exceeded during the Amnesty.

If, during the Amnesty, a participating licensed dealer genuinely believes his/her continued participation in the Amnesty requires a review or variation of the number of firearms he/she can possess under his/her licence, the dealer must contact the Registrar of Firearms as soon as possible to seek further advice.

DEALING WITH SURRENDERED ITEMS THAT ARE NOT REGISTRABLE FIREARMS

All items that are not registrable firearms (e.g. firearm parts, ammunition, fittings, mechanisms, prohibited firearm accessories and silencers) can only be accepted for destruction. Following surrender, a participating licensed dealer must deliver these items to South Australia Police (see below for procedures).

ACCEPTING SURRENDER OF A FIREARM FROM AN UNLICENSED PERSON

A participating licensed dealer may accept surrender of a firearm from a person who is not the holder of a current South Australian firearms licence for the purpose of the firearm being:

- destroyed by police, or
- de-activated.

A participating licensed dealer must not enter into a private commercial agreement to purchase a firearm surrendered under the Amnesty by a person who is not the holder of a current South Australian firearms licence. Similarly, a participating licensed dealer cannot accept surrender of a firearm from an unlicensed person for the purpose of the unlicensed person making application to become the registered owner of the surrendered firearm.

Any firearm de-activated after surrender must be inspected by SAPOL Armoury staff and certified as de-activated by the Registrar of Firearms.

ACCEPTING SURRENDER OF A FIREARM FROM A LICENSEE

A participating licensed dealer may accept surrender of a firearm from the holder of a current South Australian firearms licence for the purpose of the firearm being:

- destroyed by police
- de-activated
- registered (fee free) to the licensee through the participating licensed dealer (standard requirements apply e.g. genuine need), or
- purchased by the participating licensed dealer from the licensee via a private commercial arrangement entered into between the licensee and dealer.

PROCEDURE FOR SURRENDER OF FIREARMS FOR DESTRUCTION

A participating licensed dealer can accept surrender of a firearm of any class for the purpose of destruction and must adhere to the following procedures:

- Clear the firearm and render it safe.
- Inform the surrendering person he/she is not required to provide his/her personal details, unless the person wishes to.
- Endorse the section of the *Firearms General Amnesty 2015 Surrender Notice* (PD315A) entitled '*To be completed by the Surrendering Person (or Receiving Dealer)*', with as much detail as possible (including personal particulars of surrendering person if that person does not wish to remain anonymous). The PD315A is downloadable from the SAPOL internet site at www.police.sa.gov.au
- Tag the incoming firearm by attaching a dealer stock tag securely to the firearm by such means to prevent accidental removal.
- Record the surrendered firearm by entering its details into the Record of Incoming Firearms (RIF) book (RF1087).
- Clearly endorse the '*Other Information*' section of the RIF book with the words '*Dealer Amnesty Firearm*'.
- Prior to delivering the firearm to SAPOL for destruction, record the surrendered firearm by entering its details into the Record of Outgoing Firearms (ROF) book (RF1088).
- Clearly endorse the '*Other Information*' section of the ROF book with the words '*Dealer Amnesty Firearm*'.
- Deliver the surrendered firearm to SAPOL as soon as possible after accepting surrender:
 - o If your dealership is in within the Adelaide metropolitan area deliver the firearm to the SAPOL Armoury, Thebarton Barracks, Gaol Road, Thebarton between the hours of 8.30 am and 5.00 pm, Monday to Friday.
 - o If your dealership is not within the Adelaide metropolitan area you can deliver the firearm to your nearest police station.
- Deliver copies of the completed PD315A and RFs 1087 and 1088 to the Registrar of Firearms within 14 days.

PROCEDURE FOR SURRENDER OF FIREARMS FOR DE-ACTIVATION

A participating licensed dealer who accepts surrender of a firearm for the purpose of de-activation must adhere to the following procedures:

- Clear the firearm and render it safe.
- Check the firearm is not stolen, via the SAPOL website at www.police.sa.gov.au/services-and-events/firearms-and-weapons
- Inform the surrendering person he/she is not required to provide his/her personal details, unless the person wishes to.
- Endorse the section of the *Firearms General Amnesty 2015 Surrender Notice* (PD315A) entitled '*To be completed by the Surrendering Person (or Receiving Dealer)*', with as much detail as possible (including personal particulars of surrendering person if that person does not wish to remain anonymous). The PD315A is downloadable from the SAPOL internet site at www.police.sa.gov.au
- Tag the incoming firearm by attaching a dealer stock tag securely to the firearm by such means to prevent accidental removal.
- Record the surrendered firearm by entering its details into the Record of Incoming Firearms (RIF) book (RF1087).
- Clearly endorse the '*Other Information*' section of the RIF book with the words '*Dealer Amnesty Firearm*'.
- Make arrangements for the de-activation procedure to be undertaken (this can be done by a licensed firearms dealer).
- Prior to delivering the firearm to SAPOL for the purpose of the certification of the de-activated firearm record the surrendered firearm by entering its details into the Record of Outgoing Firearms (ROF) book (RF1088).
- Clearly endorse the '*Other Information*' section of the ROF book with the words '*Dealer Amnesty Firearm*'.
- Deliver the surrendered and de-activated firearm to the SAPOL Armoury, Thebarton Barracks, Gaol Road, Thebarton, between the hours of 8.30 am and 5.00 pm, Monday to Friday, as soon as possible for formal certification of the de-activation.
- Following certification, collect the firearm from the SAPOL Armoury and return it to the surrendering person.
- Deliver copies of the PD315A and RFs 1087 and 1088 to the Registrar of Firearms within 14 days.

PROCEDURE FOR SURRENDER OF FIREARMS FOR REGISTRATION

A participating licensed firearms dealer must consider the following when responding to enquiries in relation to registering a firearm under the general Amnesty provisions:

- Is the person the holder of a current South Australian firearms licence?
- Is the firearm registered, or has the firearm been previously registered?
- Does the person's firearms licence authorise them to possess the relevant class of firearm?
- Is the firearm stolen?
- Do the conditions of the participating licensed dealers licence authorise that person to accept surrender of the firearm (i.e. authorised to deal in that class? If unsure, contact Firearms Branch).

A participating licensed dealer who accepts surrender of a firearm for the purpose of registration must adhere to the following procedures:

- Clear the firearm and render it safe.
- Check the firearm is not stolen, via the SAPOL website at police.sa.gov.au/services-and-events/firearms-and-weapons
- Sight a copy of the surrendering person's current South Australian Firearms licence.
- If the firearm is not listed as stolen, assist the surrendering person in completing an '*Application for a permit to acquire a firearm*' (PD306) downloadable from the SAPOL internet site at www.police.sa.gov.au/services-and-events/firearms-and-weapons
- Clearly endorse the top of page 1 of the PD306, directly underneath the heading '*Application for a permit to acquire a firearm*' with the words '*Dealer Amnesty Firearm*'.
- Deliver the completed PD306 ASAP to the Registrar of Firearms.
- Endorse the section of the *Firearms General Amnesty 2015 Surrender Notice* (PD315A) entitled '*To be completed by the Surrendering Person (or Receiving Dealer)*', with as much detail as possible (including personal particulars of surrendering person). The PD315A is downloadable from the SAPOL internet site at www.police.sa.gov.au

- Tag the incoming firearm by attaching a dealer stock tag securely to the firearm by such means to prevent accidental removal.
- Take possession of the surrendered firearm for the purpose of safekeeping pending the outcome of the surrendering person's application for a permit to acquire the surrendered firearm;
- Record the surrendered firearm by entering its details into the Record of Incoming Firearms (RIF) book (RF1087).
- Clearly endorse the '*Other Information*' section of the RIF book with the words '*Dealer Amnesty Firearm*'.
- If approved, the PD306 will be returned by the Registrar of Firearms to the applicant.
- Upon the surrendering person re-attending the dealership with the approved PD306, return the firearm into the possession of the surrendering person.
- Advise the surrendering person to take the firearm and the PD306 to his/her nearest police station ASAP to complete the registration process.
- Record the surrendered firearm by entering its details into the Record of Outgoing Firearms (ROF) book (RF1088).
- Clearly endorse the '*Other Information*' section of the ROF book with the words '*Dealer Amnesty Firearm*'.
- Deliver copies of the completed PD315A and RFs 1087 and 1088 to the Registrar of Firearms within 14 days.

PURCHASING A SURRENDERED FIREARM FROM A LICENSEE

A participating licensed firearms dealer must consider the following when responding to enquiries in relation to registering a firearm under the general Amnesty provisions:

- Is the person the holder of a current South Australian firearms licence?
- Is the firearm registered, or has the firearm been previously registered?
- Does the person's firearms licence authorise them to possess the relevant class of firearm?
- Is the firearm stolen?
- Do the conditions of the participating licensed dealers licence authorise that person to accept surrender of the firearm (i.e. authorised to deal in that class? If unsure, contact Firearms Branch).

A participating licensed dealer who accepts surrender of a firearm for the purpose of purchasing it from the holder of a current South Australian firearms licence must adhere to the following procedures:

- Clear the firearm and render it safe.
- Check the firearm is not stolen, via the SAPOL website at www.police.sa.gov.au/services-and-events/firearms-and-weapons
- Sight a copy of the surrendering person's current South Australian Firearms licence.
- If the surrendering person is licensed, and the firearm is not listed as stolen, the licensed dealer may, at his/her discretion, enter into a private commercial agreement with the surrendering person to purchase the firearm from that person. The fee and terms of that agreement are subject to negotiation between the surrendering person and the participating licensed dealer.
- If purchasing the firearm, record the surrendered firearm by entering its details into the Record of Incoming Firearms (RIF) book (RF1087).
- Clearly endorse the '*Other Information*' section of the RIF book with the words '*Dealer Amnesty Firearm*'.

- Endorse the section of the Firearms General Amnesty 2015 Surrender Notice (PD315A) entitled 'To be completed by the Surrendering Person (or Receiving Dealer)', with as much detail as possible (including personal particulars of surrendering person). The PD315A is downloadable from the SAPOL internet site at www.police.sa.gov.au
- Tag the incoming firearm by attaching a dealer stock tag securely to the firearm by such means to prevent accidental removal.
- Deliver a copy of the completed PD315A and RF1087 to the Registrar of Firearms within 14 days of purchase of the firearm.

A participating licensed dealer must not purchase a surrendered firearm from a person who is not the holder of a current South Australian firearms licence.

STORAGE OR SAFEKEEPING OF SURRENDERED FIREARMS

Whilst a participating licensed dealer may accept surrender of all classes of firearms, he/she must not provide long-term storage or safekeeping of a firearm of a class he/she is not authorised by his/her dealer's licence to possess.

A participating licensed dealer may otherwise enter into a private commercial agreement with the holder of a South Australian firearms licence to store or safe-keep a firearm whilst the surrendering person seeks to become the registered owner of that firearm.

The surrendering person remains, at all times, solely liable for payment of any fee charged by the participating licensed firearms dealer relative to the storage or safekeeping of a firearm to be registered.

South Australia Police accepts no liability for the payment of storage and safekeeping fees resulting from a private commercial agreement being entered into between a licensee and a participating licensed dealer.

FURTHER ADVICE AND INFORMATION ABOUT THE AMNESTY

Participating licensed dealers can obtain further information about the Amnesty by visiting the SAPOL website at www.police.sa.gov.au

Participating licensed dealers can also email enquiries direct to Firearms Branch staff at sapol.firearmsbranch@police.sa.gov.au or by utilising a dedicated Amnesty information telephone line service to seek advice about the Amnesty. The Amnesty information line number is 1800 586 945 and will be staffed Monday to Friday, 9am to 5pm from 1 December 2015 to 30 September 2017, or until the date upon which the *Firearms Act 2015* is proclaimed, whichever date is reached sooner.

SAPOL is partnering with the Sporting Shooters Association of Australia (SSAA) for the Amnesty and participating licensed dealers can direct any enquiries about the Amnesty to the SSAA at:

Website: www.ssaasa.org.au
Email: service@ssaasa.org.au
Phone: 0419 849 452

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Officer in Charge, Firearms Branch
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