



Current Licence No.

**HONG KONG POLICE FORCE**  
**Firearms and Ammunition Ordinance (Chapter 238)**  
**Application for Renewal of a Dealer's Licence**

Before completing this form, please read the 'Information Notes'

**Part I : Personal Particulars**

Name in full : \_\_\_\_\_  
(English) (Chinese)

Type of Identity Document and No./  
HKID Card No.: \_\_\_\_\_

Chinese Commercial Code : \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Nationality : \_\_\_\_\_

Date of Birth : \_\_\_\_\_  Male  Female

Place of Birth : \_\_\_\_\_ Occupation: \_\_\_\_\_

Residential Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Office Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_  
(Office) (Home) (Mobile)

Have you ever or in the past 12 months attempted to commit suicide, or suffered from any illness, including mental disorder, which may affect your capability in controlling the arms?

- No                       Yes *(please provide details)*

---

---

---

---

---

Have you in the past 12 months been convicted of a criminal offence in Hong Kong or elsewhere?

- No                       Yes *(please give full details at below, use plain paper if insufficient space)*

<u>Date of conviction</u>	<u>Offence</u>	<u>Sentence</u>	<u>Venue of trial (including country)</u>

**Part II : Business Details**

<b>Name of the Company</b>	
English	
Chinese	

Are there any material changes to the composition of your company in the past 12 months?

- No                       Yes *(please provide details at below)*

**If the company has been changed to a sole proprietor, you are required to state**

(a) The date the company was formed		
(b) Details of the sole proprietor:		
<u>Name (in English and in Chinese)</u>	<u>Identity Card No.</u>	<u>Date of Birth</u>

**If the company has been changed to a partnership, you are required to state**

(a) The date the partnership was formed			
(b) Details of partners:			
	Name <u>(in English and in Chinese)</u>	<u>Identity Card No.</u>	<u>Date of birth</u>
(1)			
(2)			
(3)			
(4)			
(5)			
(6)			

**If the company has been changed to a corporation you are required to state**

(a) Registered office			
(b) Date and place of incorporation			
(c) Details of directors:			
	Name <u>(in English and in Chinese)</u>	<u>Identity Card No.</u>	<u>Date of Birth</u>
(1)			
(2)			
(3)			
(4)			
(5)			
(6)			

(d) Details of shareholders:			
	Name <u>(in English and in Chinese)</u>	<u>Identity Card/ Business Registration Certificate No.</u>	<u>Date of Birth (if applicable)</u>
(1)			
(2)			
(3)			
(4)			
(5)			

**Part III : Additional Information**

If there is any change in particulars about yourself or your company, details of which are not covered above, please provide details below

**Part IV : Authorization and Declaration of the Applicant**

I DECLARE that the information and particulars submitted by me in support of this application are, to the best of my knowledge and belief, true, correct and complete. I understand that section 47 of the Firearms and Ammunition Ordinance, (Cap. 238) states that any person who makes any statement which he knows to be false or misleading, or recklessly makes any statement which is false, in a material particular for the purpose of procuring, whether for himself or another, the grant, renewal or amendment of a licence, or the grant of an exemption commits an offence and is liable to imprisonment for 2 years.

I hereby authorize the Commissioner of Police, or his representative, to release full particulars of any and all criminal convictions recorded against me to Police Licensing Office, and to obtain information and/or to inquire into any and all my personal data (including my medical reports, etc) from any third party for the purpose of investigation into and/or enforcing any matters relating to my application/licence/exemption.

I also agree that the personal data provided by means of this form will be used by the Commissioner of Police for processing applications/updating record/ conducting all kinds of present and subsequent investigations/enforcing licensing conditions in connection with licences/exemption under the Firearms and Ammunition Ordinance (Cap. 238).

Applicant's Signature	Date
-----------------------	------

# Information Notes

## Application for Renewal of a Dealer's Licence

### Notes for applicant

- The application for renewal of a dealer's licence may normally be approved only if there is a continual legitimate need for you to deal in arms and/or ammunition under the existing licence.
- You should provide a current approved agent list and a copy of Business Registration Certificate when applying for the renewal.

### Completion of form

- This form shall be completed in Chinese or English (block letters).
- Application forms can be downloaded from Police Website <http://www.police.gov.hk>.
- You are advised to read the Firearms and Ammunition Ordinance (Cap. 238) in particular Part IV and V thereof. Copy of the Ordinance is available from the Government Publications Centre and on the Internet <http://www.legislation.gov.hk>.

### Application and enquiries

- For renewal of licence, you shall make an appointment with the Police Licensing Office to submit application and to attend an interview by the responsible police officer(s). You are required to submit *in person* the completed application form together with two recent full face photographs (4cm x 5cm) and/or the duly signed supporting documents to the Police Licensing Office on the scheduled date.

Arms Licensing Section	Telephone no.	: 2860 6538	
Police Licensing Office	Fax no.	: 2200 4323	
12/F., Arsenal House	Office hours	: Mondays – Fridays	9 a.m. to 1 p.m.
Police Headquarters			2 p.m. to 5:45 p.m.
1 Arsenal Street			
Wanchai, Hong Kong		Saturdays/Sundays/Public Holidays	Closed

- If you have any enquiries or need more information about the application procedure, please contact the Arms Licensing Section of Police Licensing Office by telephone or by fax or by email : [arms-licensing@police.gov.hk](mailto:arms-licensing@police.gov.hk)

### Terms and conditions of licence

- Licence granted is subject to terms and conditions.
- Licensee who fails to comply with any term or condition of the licence commits an offence under Section 23 of the Firearms and Ammunition Ordinance, Cap. 238.

### Criminal records

- You should include full details of all convictions in your application. No conviction will be regarded as 'spent'. The provisions under section 2 of the Rehabilitation of Offenders Ordinance, Cap. 297 do not by reason of section 4 of that Ordinance apply to proceedings related to a person's suitability to be granted or to continue to hold a licence.

### Fees

- Renewal of a Dealer's Licence (restricted to a prescribed class or description of arms or ammunition or both)
  - Renewal of a Dealer's Licence (restricted to used cartridge cases, used shot, used bullets, used missiles or parts of any of those articles)
  - Renewal of a Dealer's Licence (in any other case)
- } Please refer to the "Licence Fees" at Police Website <http://www.police.gov.hk>.

## Provision of Personal Data

### Purpose of collection

- The personal data provided by means of this form will be used by the Hong Kong Police Force for facilitating processing of applications/record purpose/record update/all kinds of present and subsequent investigations as well as the enforcement of related licence conditions in connection with arms licences and/or exemption and/or authorization and/or approval under the Firearms and Ammunition Ordinance, Cap. 238.
- The provision of personal data by means of this form is voluntary. If you do not provide sufficient information, we may not be able to process your applications/update your record.
- Any material falsification or omission of information may result in the Commissioner's refusal to give approval.

### Classes of transferees

- The personal data you provide by means of this form may be disclosed to other government departments and public or private organizations for the purposes mentioned above.

### Access to personal data

- You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance, Cap. 486. Your right of access includes the right to obtain a copy of your personal data provided by this form.

### Enquiries

- Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to Executive Officer (Licensing), Police Licensing Office, 12-13/F., Arsenal House, Police Headquarters, 1 Arsenal Street, Wanchai, Hong Kong (Telephone no.: 2860 2973 / Fax no.: 2200 4322).

## Warning

- Under Section 47 of the Firearms and Ammunition Ordinance, Cap. 238, any person who makes any statement which he knows to be false or misleading, or recklessly makes any statement which is false, in a material particular for the purpose of procuring, whether for himself or another, the grant, renewal or amendment of a licence, or the grant of an exemption commits an offence and is liable to imprisonment for 2 years.
- Under the Prevention of Bribery Ordinance, Cap. 201, it is an offence for any person to solicit, offer or accept any advantage including money and gifts in connection with the processing of any application.
- The United Nations Sanctions (Democratic People's Republic of Korea)(Amendment) Regulation 2010 became effective on 2010-01-15. Under the amended regulation Cap. 537AE, amongst other matters, you have to note that the scope of sanctions against the Democratic People's Republic of Korea has been expanded to include a list of additional items, materials, equipment, goods or technology. In accordance with Sections 6, 10 and 13 of the Amendment Regulation, a person is also required to notify the Chief Executive in writing at least 30 days before the day on which the act is intended to be performed in relation to small arms. For details, please refer to Gazette No. L.N. 5 of 2010 (No.2 Vol.14 – Legal Supplement 2) at <http://www.gld.gov.hk/egazette>.