



Application No.
(For Official Use Only)

HONG KONG POLICE FORCE
Firearms and Ammunition Ordinance (Chapter 238)

Application for a Limited Licence for Possession

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

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)

Number and date of expiry of Licence for Possession/Dealer's Licence	
<u>Licence Number</u>	<u>Date of Expiry</u>

Particulars of arms and ammunition (arms type, brand name, model, calibre, serial number and quantity) to be conveyed

From place

To point of departure (please provide flight number or name of ship) or another place in Hong Kong

Date and period of time conveyance
between _____ on _____ and _____ on _____
(hours) (date) (hours) (date)

Reason for the conveyance of arms and ammunition

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).

Date _____ Applicant's Signature : _____

Information Notes

Application for A Limited Licence for Possession

Notes for applicant

- A Limited Licence for Possession is required if you transport arms and ammunition to and from a place that is not covered in your Licence for Possession/Dealer's Licence (e.g. to transport arms and ammunition to and from the custom control point for import and export purposes).
- For import and export of arms and ammunition, please provide a copy of Import/Export Licence issued by the Trade and Industry Department, as appropriate.

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>.
- Applicants are advised to read the Firearms and Ammunition Ordinance (Cap. 238) in particular Part IV thereof. A copy of which can be obtained from the Government Publication Office and on the Internet <http://www.legislation.gov.hk>.

Application and enquiries

- Application may be submitted *by fax, by mail or in person* to -

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.
- We pledge to complete processing of an application within 9 working days (by post) and 2 working days (in person) upon receipt of **ALL** the required documents and information. Our pledge depends on the quality of information provided in your application and if insufficient information is supplied, this will affect the time required to process your application.

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.

Fees

- Limited Licence for Possession – Please refer to the “Licence Fees” at Police Website <http://www.police.gov.hk>.

Shroff office

Shroff Office	Office hours	: Mondays – Fridays	9 a.m. to 1 p.m.
11/F., Arsenal House			2 p.m. to 5 p.m.
Police Headquarters			
1 Arsenal Street	Saturdays/Sundays/Public Holidays	Closed	
Wanchai, Hong Kong			

Payment Method:

- Cash;
- Cheques, Drafts and Cashiers Orders should be made payable to “**The Government of the Hong Kong Special Administrative Region**” or “**The Government of the HKSAR**” and crossed;
- Octopus (add value service will not be provided);
- EPS.

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.