

A PROSPECTIVE NEW MEMBER INDICATES THEY WANT TO JOIN YOUR CLUB

A prospective new member indicates they want to become a member of your Club. If the prospective member DOES NOT already have a Firearms Licence, then they need to complete a PD303 (Application for a Firearms Licence) OR if the prospective member already has a Firearms Licence but wants to vary it, then they need to complete a PD307 (Application for Variation of Licence). In either case they will need to take the completed form to their local Police Station together with 100 points of ID. Once the Application has been processed by the Firearms Branch, it will be returned to the prospective new member together with a covering letter confirming (or not) that the Applicant is a "fit and proper" person to join your Club. BEFORE membership to your Club is offered to the prospective new member, the prospective new member must provide a Criminal History Report - ie a National Police Certificate (NPC) - Refer to Regulation 74 (1) (b). The NPC must be dated within the previous 12 months. Prospective new members taking up a SOCIAL ONLY membership in a Club will require the Club Secretary to write to the Delegate of the Registrar of Firearms Branch requesting a security check (as per Reg 74 (1) (b)).

The Prospective new member can now complete an Application for Membership to join the host Club but MUST provide contact details for two (2) referees who have known the prospective new member for MORE than the immediate past two years. There will be two *pro forma* Referee Reports (SARPA 103) included in the Firearms and Safety Awareness Training (FASAT) Pack which is available from the Secretary of the South Australian Revolver and Pistol Association. The Secretary MUST contact BOTH referees within 2 or 3 weeks of receiving the References, to PERSONALLY ensure the authenticity of the references and to confirm that the referees consider them to be a "fit and proper person" to join a firearms club.

Refer Regulation 74

Security Check Approved

Security Check NOT Approved

PROSPECTIVE NEW MEMBER ALREADY HAS A H1 FIREARMS LICENCE

(Note: If this prospective new member already has a H1 Firearms Licence, they will not normally require permission to start the FASAT Course but will require two references from referees.)

The host Club appoints a FASAT Instructor who assesses the prospective member's competencies in safety and understanding of the disciplines in which they intend to compete.

Minimum Requirement

(ie: if assessed as being safe and competent):
Completes Introduction* and Module 1* of the FASAT Manual to satisfactorily prove their competencies in safety standards and the disciplines in which they intend to compete. (* These documents are available from SARPA at no cost to the prospective member).

Maximum Requirement

(ie: if assessed as requiring further safety and match competencies):
Will be required to complete the full FASAT Course but will not require the Letter of Confirmation/Approval.
SARPA Advice Note (SARPA 101) to be completed to obtain the FASAT Pack and appropriate fee forwarded to SARPA.
FASAT pack and Invoice (showing paid) returned to the host Club.
Prospective new member commences the FASAT course under the mentorship of a FASAT Instructor.

Prospective new member satisfactorily completes the minimum or maximum requirements

The prospective new member can now be offered appropriate membership in the host Club by the Committee of Management. The offer of Club Membership should be done as a motion and recorded in the Minutes. The prospective new member pays the Club joining fee and subscriptions.

The prospective new member also completes an Application for Capitation to SARPA (their signature needs to be witnessed by a JP). After the Application for Capitation to SARPA is completed it should be returned to the host Club Secretary to be forwarded to the SARPA Secretary together with the appropriate fee.

The SARPA Secretary will then provide an Invoice showing the Capitation fee as being paid in full, allocates a SARPA Card and returns the stamped Capitation form to the Club Secretary.

The Applicant is now capitated with SARPA, a member of the host Club and a Firearms Licence holder.

The new member must complete at least 6 programmed shooting attendances per year for the first category of firearm and for more than one category then 4 programmed shooting attendances for each category of firearm owned.

Host Club's Obligations

The host Club maintains a record of the competitors' shooting attendances and firearm ownership. Each year the Club issues a Club Licence Renewal Certificate certifying the member's shooting attendances and dates of competing for the preceding 12 month period. This must be signed by the host Club nominee (usually the Club's Secretary). In the first two years of the THREE year licence, the competitor must send this Club Licence Renewal Certificate into SAPOL (Firearms Branch). In the THIRD YEAR Firearms Branch will send a renewal notice to the Competitor who will take it, together with the third year's Club Licence Renewal Certificate to their local Registration and Licensing office and have their photo taken, and pay the appropriate fee.

A Data Card/Temporary Licence will be issued by Registration and Licensing until the "credit card" style Firearms Licence is posted out in 6-8 weeks.

SOCIAL or NON-FIREARMS OWNERSHIP MEMBERSHIP

Host Club Committee accepts their Application for Membership and offers the prospective new member "Social Membership" after payment of the host Club's joining fee and subscriptions.

The prospective new member then completes an Application for Capitation* to SARPA (their signature needs to be witnessed by a JP). Forward the Application for Capitation to the SARPA Secretary together with a photocopy of the prospective new member's Letter of Confirmation/ Acceptance from SAPOL. When the Application for Capitation to SARPA is approved it will be returned to the host Club Secretary together with an invoice for the appropriate amount for Capitation.

The prospective new member is now a member of the host club and a member of SARPA.

* Being Capitated with SARPA includes them on SARPA's Insurance cover.

Prospective new member PASSES the FASAT course

Prospective new member offered appropriate membership in the host Club by the Committee of Management. Some Clubs do this early in the process whilst other Clubs wait until the prospective member been around for a while. The offer of Membership should be done as a motion and recorded in the Minutes. The prospective new member pays the Club's joining fee and subscriptions. The prospective new member then completes an Application for Capitation (SARPA 100) to SARPA (their signature must be witnessed by a JP). After the Application for Capitation to SARPA is completed it should be returned to the host Club Secretary to be forwarded to the SARPA Secretary.

SECRETARIES: Forward these documents to SAPOL

- Certificate from Accredited Instructor (PD 314). The top section (CFI) completed by FASAT Instructor and middle section (CFC) by host Club Secretary.
- FASAT Result Note (SARPA 102)

A Data Card (ie a temporary licence/payment slip) is returned to the prospective new member from SAPOL in about 4-6 weeks and can then be taken to their local Registration and Licensing Office where the prospective new member's photo is taken and the appropriate fee is paid.

Registration and Licensing will post out the "credit card" style photo Firearms Licence to the prospective new member in about 6-8 weeks.

AND: Forward the following documents to SARPA

- Application for Capitation (SARPA 100) - (completing BOTH sides)
- Photocopy of Certificate from Accredited Instructor (PD 314). The top section (CFI) completed by FASAT Instructor and the middle section (CFC) by host Club Secretary.
- Photocopy of FASAT Result Note (SARPA 102)

SARPA will then approve the Application for Capitation, allocate a SARPA Card and return the signed and stamped Application for Capitation together with an Invoice for the appropriate Capitation fee.

The Applicant is now capitated with SARPA, a member of the host Club and a Firearms Licence holder.

The new member must complete at least 6 programmed shooting attendances per year.

PROSPECTIVE NEW MEMBER ALREADY HAS A FIREARMS LICENCE OTHER THAN H1

A prospective new member wants additional categories added to their Firearms Licence, needs to complete an Application for a Variation to a Firearms Licence (PD307) and hand it in at their local police station. You will need 100 points of ID at the time you hand in the PD307.

Letter of Confirmation/Approval

Once this Letter of Confirmation/Approval has been received by the prospective new member, together with the SAPOL brochure Gun Laws in South Australia, they must then give the Letter of Confirmation/Approval to their host Club Secretary and only then can they then commence the FASAT course (or the appropriate TAFE course).

Host Club Secretary appoints a Firearms and Safety Awareness Training Instructor

SARPA Advice Note (SARPA 101) completed to obtain the FASAT Pack, photocopy of Letter of Confirmation/Approval and appropriate fee forwarded to SARPA.

FASAT pack and Invoice (showing paid) returned to the host Club.
Prospective new member commences the FASAT course under the mentorship of the appointed FASAT Instructor.

Licence Number Details

Once the member has received their "credit card" style licence, they MUST notify their Club Secretary and Scorer of the Firearms Licence Number and its renewal date.

During the FIRST SIX MONTHS as a new Firearms Licence holder

During this period the member can apply for:

- rifles that are appropriate for use at the host Club
- muzzle loading or percussion "cap and ball" hand guns.

During the SECOND SIX MONTHS as a new Firearms Licence holder

After the first six month period from "date paid" shown on the Firearms Licence, the member can apply for:

- .177 air pistol and a .22 hand gun
- OR
- .177 air pistol and a centre fire hand gun

After the first 12 months, the above restrictions on firearm ownership cease.

Approval to acquire a firearm

A member wishing to purchase a firearm for Club use has to apply to the host Club Secretary for an Club Approval to Acquire a Firearm slip (often referred to as a "chit").

The member then completes an Application for a Permit to Acquire a Firearm (PD306) and together with the chit, submits BOTH forms at their local Police Station. You will also need to attach a Letter of Justification for owning the firearm being applied for (ask your Club Secretary for more information).

PROSPECTIVE NEW MEMBER DOES NOT HAVE AN EXISTING FIREARMS LICENCE

Prospective new member completes an Application for a Firearms Licence (PD303) and takes it to their local Police Station.

The Applicant will be required to produce 100 points of identification (ie Driver's Licence, Passport, etc).

The local Police Station will forward the Application to Firearms Branch for a security check.

Security Check - NOT APPROVED

If the security check for the prospective new member is NOT APPROVED, that person CANNOT obtain a Firearms Licence OR join a Firearms Club in any capacity.

Prospective new member FAILS the FASAT course

FASAT Result Note must still be completed and forwarded to SAPOL (Firearms Branch) and a photocopy to the SARPA Secretary.

The Certificate from Accredited Instructor PD 314 does not need to be completed if the prospective new member fails.

The the prospective new member cannot re-attempt the FASAT course for at least another 3 (three) months.

New Member's Obligations

Every member, during the 12 months immediately prior to their Firearms Licence expiry date, must compete in Club approved/programmed competitions and record their scores with the host Club's scorer.

The member must sign the host Club Attendance Book on every attendance.

A member who:

- Does not own a handgun = 6 programmed competitions.
- Owns 1 handgun = 6 programmed competitions in that category of firearm.
- Owns more than one handgun = 4 programmed competitions in each category of firearm owned. Black powder (percussion) handguns DO NOT require any attendances.
- Owns a rifle = must be active member of a Firearms Club.

To renew a licence, the member must be financial and have a Club Licence Renewal Certificate with attendances and matches (as outlined above) confirmed by the host Club nominee (usually the Secretary).

[NOTE: The Attendance/Visitors Book and the Scorer's competition records may be audited by SAPOL (Firearms Branch) at any time.]

Host Club's Obligations

The host Club maintains a record of the competitors' shooting attendances and firearm ownership. Each year the Club issues a Club Licence Renewal Certificate certifying the member's shooting attendances and dates of competing for the preceding 12 month period. This must be signed by the host Club nominee (usually the Club's Secretary). In the first two years of the THREE year licence, the competitor must send this Club Licence Renewal Certificate into SAPOL (Firearms Branch). In the THIRD YEAR Firearms Branch will send a renewal notice to the Competitor who will take it, together with the third year's Club Licence Renewal Certificate to their local Registration and Licensing office and have their photo taken, and pay the appropriate fee.

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