



**Republic of Guyana**  
**APPLICATION FOR THE TRANSFER OF**  
**OWNERSHIP OF A FIREARM**

**INSTRUCTION:** Please complete application in **CAPITAL LETTERS**.

Failure to complete all sections will affect processing of the application.

If you need more space for any section, print an additional page containing the appropriate section, complete and submit with application.

**Information for New Applicant**

Last Name:

Maiden Name:

First Name:

Middle Name:

Alias:

Photograph of  
Applicant

**Name of the Principal Firearm Licence Holder**

First Name

Middle Name

Last Name

**FOR OFFICIAL USE ONLY**

**Police Division:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
yyyy/mm/dd

**Form Number:** \_\_\_\_\_

Applicants are required to submit two (2) recent passport size photographs along with the following documents to facilitate processing of the application:-

**DOCUMENTS REQUIRED FOR NEW APPLICANT** (Copies and original for verification, where applicable)

1. Vehicle Registration (if applicable).
2. Business Registration (if applicable).
3. Guyana Revenue Authority (GRA) liability statement for the new applicant.
4. Title/Lease/Transport to land/property (if applicable).
5. National Identification Card or Passport.
6. Birth Certificate, Naturalization or Registration Certificate (if applicable).
7. Two (2) recent testimonials in support of the application for the new applicant.
8. Business Financial Statement (if applicable).
9. Firearms Licensing Approval Board Medical Report.
10. In cases where the owner of the firearm(s) is deceased, a copy of the death certificate and proof of relationship must be submitted.

### **Application Process for a Firearm Licence/ Transfer of Ownership**

The process from application to final approval or rejection for a firearm licence is as follows:

1. The applicant completes the Firearm Licence Application Form, and submits along with a Medical Report for Firearm Licence, and the required documentation to **ONE** of the following locations:
  - a. The nearest Police Station; or
  - b. The Divisional Commander, Divisional Headquarters; or
  - c. The Commissioner of Police, Police Headquarters, Eve Leary, Georgetown; or
  - d. The Ministry of Home Affairs.
2. The applicant will be issued with an acknowledgement letter by the Commissioner of Police.
3. The Commissioner of Police will forward the application to the Criminal Investigation Department, Special Branch, and the relevant Divisional Commander, as the case may be for processing to commence.
4. During the processing of the application, police officers will visit the residence of the applicant, who will be required to give a statement, and have his/her fingerprints taken.
5. The Divisional Commander will verify the information contained in the application, and submit a report to the Commissioner of Police with a recommendation.
6. The Criminal Investigation Department and Special Branch will communicate the findings of their investigations to the Commissioner of Police.
7. On receipt of the required reports, the Commissioner of Police will forward his findings and recommendation to the Minister of Home Affairs for review by the Firearms Licensing Approval Board.
8. The Firearms Licensing Approval Board will review the recommendation of the Commissioner of Police, and make a recommendation to the Minister of Home Affairs.
9. The Minister of Home Affairs will grant or withhold his “no objection” to the recommendation of the Firearms Licensing Approval Board.
10. The Commissioner of Police will be notified of the outcome of the application.
11. The applicant will be notified, in writing, by the Commissioner of Police of the outcome of his/her application.
12. Successful applicants will be required to pay a processing fee at the respective Divisional Firearm Registry, following which they will commence the process of purchasing, licensing and uplifting a firearm and ammunition.
13. Unsuccessful applicants are advised of their right to appeal the refusal of their applications for firearm licences under the Firearms Act. The appeal must be submitted to the President.

**A. GENERAL INFORMATION FOR NEW APPLICANT**

Last Name :		Maiden Name:	
First Name:		Alias:	
Middle Name:			
Has your name ever been changed? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If <b><u>YES</u></b> , what was your previous name? _____			
How was it changed? <input type="checkbox"/> Deed Poll <input type="checkbox"/> Court Order			
Date of Birth: ____/____/____ yyyy/mm/dd		Place of Birth: _____	
Nationality:			
Citizenship By: <input type="checkbox"/> Birth <input type="checkbox"/> Naturalization <input type="checkbox"/> Other (Please Specify): _____			
<input type="checkbox"/> Dual Citizenship (Please Specify): _____			
Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female		Ethnicity: _____	
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/> Common Law			
Immigration Status: <input type="checkbox"/> Voluntary Remigrant <input type="checkbox"/> Involuntary Remigrant <input type="checkbox"/> Not Applicable			
Address: Present: _____ _____ Previous: _____ _____			
Tel. No.:		Cell No.:	
E-mail:			
National I.D. No.:		Passport No.:	
TIN:			
Name of Employer:			
Address of Employer: _____ _____ _____			
Tel. No.:		Fax No.:	
E-mail:			

**B. GENERAL INFORMATION FOR FIREARM OWNER**If owner is deceased, please check not applicable. ☐ Not Applicable

Last Name:

Maiden Name:

First Name:

Alias:

Middle Name:

Has your name ever been changed?

☐

Yes

☐

No

If **YES**, what was your previous name? \_\_\_\_\_

How was it changed?

☐

Deed Poll

☐

Court Order

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
yyyy/mm/dd

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

Nationality: \_\_\_\_\_

Citizenship By: ☐ Birth ☐ Naturalization ☐ Other (Please Specify): \_\_\_\_\_☐

Dual Citizenship

(Please Specify): \_\_\_\_\_

Sex:

☐

Male

☐

Female

Ethnicity: \_\_\_\_\_

Marital Status:

☐

Single

☐

Married

☐

Divorced

☐

Separated

☐

Widowed

☐

Common Law

Immigration Status:

☐

Voluntary Remigrant

☐

Involuntary Remigrant

☐

Not Applicable

Address:

Present: \_\_\_\_\_  
\_\_\_\_\_Previous: \_\_\_\_\_  
\_\_\_\_\_

Tel. No.:

Cell No.:

E-mail: \_\_\_\_\_

National I.D. No.:

Passport No.:

TIN No.: \_\_\_\_\_

Profession or Occupation: \_\_\_\_\_

If self-employed, please complete Section E

Name of Employer: \_\_\_\_\_

Address of Employer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No.:

Fax No.:

E-mail: \_\_\_\_\_

**C. BACKGROUND INFORMATION FOR NEW APPLICANT**

1. Have you ever applied for a firearm licence? ☐ Yes ☐ No
2. Have you ever been refused a firearm licence? ☐ Yes ☐ No
3. Has your firearm licence ever been revoked? ☐ Yes ☐ No
4. Has your firearm ever been seized?  
If **YES**, was it returned to you? ☐ Yes ☐ No
5. Is any other member of your household a licensed  
firearm holder? ☐ Yes ☐ No
6. Has any other member of your household ever been  
refused a firearm licence? ☐ Yes ☐ No
7. Have you ever been convicted or discharged  
on any offence? ☐ Yes ☐ No
8. Have you ever been treated for emotional problems,  
drugs or alcohol use/abuse? ☐ Yes ☐ No
9. Do you suffer from Epilepsy (Fits)? ☐ Yes ☐ No
10. Have you ever been placed on bond by the court? ☐ Yes ☐ No
11. Have you ever been charged by the police?  
If **YES**, please state date and offence(s) \_\_\_\_\_
12. Are you currently awaiting trial for any offence? ☐ Yes ☐ No  
If **YES**, please state \_\_\_\_\_

**D. BUSINESS INFORMATION FOR FIREARM OWNER**

If owner is deceased, please check not applicable. ☐ Not Applicable

Are you a businessman/businesswoman? ☐ Yes ☐ No

Do you have a registered business? ☐ Yes ☐ No

Type of Business: \_\_\_\_\_

Name of Business: \_\_\_\_\_

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

Tel. No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

**E. BUSINESS INFORMATION FOR NEW APPLICANT**Are you a businessman/businesswoman? ☐ Yes ☐ NoDo you have a registered business? ☐ Yes ☐ No

Type of Business: \_\_\_\_\_

Name of Business: \_\_\_\_\_

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

Tel. No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Is your income tax return paid up to date? ☐ Yes ☐ NoIf **NO**, what is the current state? \_\_\_\_\_**F. TYPE OF FIREARM BEING TRANSFERED**☐ Pistol/Revolver☐ Shotgun☐ Rifle☐

Bolt Action

☐

Semi-Automatic

☐ .22☐ 12 Gauge☐ .22☐ .25☐ 16 Gauge☐ .223☐ .32☐ 20 Gauge☐ .243☐ 9 mm☐ .270

Firearm Serial Number: \_\_\_\_\_ Guyana Marking: \_\_\_\_\_

Firearm Holder Licence Number: \_\_\_\_\_

**G. USE OF THE FIREARM**☐

Personal Protection

☐

Protection of Business

☐

Protection of Crops/Livestock

☐

Hunting

☐

Other (Please Specify): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**H. PARTICULARS OF REFEREES**

Name of Referee:		Name of Referee:	
Address: _____ _____		Address: _____	
Tel. No.:	Cell No.:	Tel. No.:	Cell No.:
Profession or Occupation:		Profession or Occupation:	
Place of Employment:		Place of Employment:	
Name & Address of Employer: _____ _____		Name & Address of Employer: _____ _____	
Signature:		Signature:	
Date:		Date:	
By signing this form, you are attesting to the fact that you have known the applicant _____ for a period of five (5) years or more and that the information given by the applicant is true and correct to the best of your knowledge.		By signing this form, you are attesting to the fact that you have known the applicant _____ for a period of five (5) years or more and that the information given by the applicant is true and correct to the best of your knowledge.	

**I. FAMILY INFORMATION OF NEW APPLICANT**

Please print additional pages, as may be necessary.

**SECTION A**

Full Name	Relationship SEE NOTE 1	Date of Birth yyyy/mm/dd	Present Address (if deceased give last address and date)
			Present Occupation
	SPOUSE OR COMMON-LAW PARTNER		
	MOTHER		
	FATHER		

**NOTE 1:** If no spouse or common-law partner is listed in Section A, read and sign below.

I certify that I do not have a spouse or common-law partner.

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date

**SECTION B****CHILDREN** (Include ALL sons and daughters, including ALL adopted and step-children, regardless of age or place of residence)

Full Name	Relationship SEE NOTE 2	Date of Birth yyyy/mm/dd	Marital Status	Present Address (if deceased give last address and date)
				Present Occupation

**NOTE 2:** If no children are listed in Section B, read and sign below.

I certify that I do not have any children, either biological or adopted.

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date**SECTION C****BROTHERS AND SISTERS** (Include ALL brothers and sisters, ALL half-brothers and half-sisters and stepbrothers and stepsisters.)

Full Name	Relationship SEE NOTE 3	Date of Birth yyyy/mm/dd	Marital Status	Present Address (if deceased give last address and date)
				Present Occupation

**NOTE 3:** If no brothers and sisters are listed in Section C, read and sign below.

I certify that I do not have any brothers and sisters.

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date



## J. DECLARATION

I hereby declare that the information provided by me is true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Firearm Owner  
(if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of New Applicant

\_\_\_\_\_  
Date

### **Person preparing this application other than applicant**

I hereby certify that this application was prepared by me on the basis of information of which I have knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

If the applicant is unable to sign, the person filling the form should sign the form and the applicant should place his right thumb print in the space reserved for signature of applicant.