

**APPLICATION FOR THE GRANT OF AN EVENT PERMIT**

**PLEASE READ THE NOTES AT THE END OF THIS FORM CAREFULLY BEFORE COMPLETING THE APPLICATION FORM**

**Please use black ink and write in BLOCK CAPITALS throughout, except when signing.**

**PART A: Personal details**

1. Are you male or female?                       Male                       Female

2. Title:.....                      3. Surname: .....

4. Forenames (state all):.....

5. If you have at any time used a name other than that given in answer to questions 3 and 4 please complete below:

Previous surname(s):  
.....

Previous forename(s):  
.....

6. Home address:  
.....  
.....  
.....  
.....

a. Post code: .....                      b. Tel number: .....

c. Mobile number: .....                      d. Email:.....

7. Date of birth:.....( tick here if you are under 18)

a. Place of birth: .....

b. Nationality: .....







**PART C: Declaration**

I confirm that I have read and understood the notes at the end of this application form and that, to the best of my knowledge and belief, the information I have provided on this form is correct. I understand that it is an offence under section 31(1) of the Air Weapons and Licensing (Scotland) Act 2015 to knowingly or recklessly make any statement which is false in any material particular for the purpose of procuring the grant of an event permit (the maximum penalty for which is twelve months' imprisonment and/or a fine of level 5 on the standard scale).

I understand that I will be subject to a check of police records and that my details will be held electronically.

Signature: .....

Print name: .....

Date: .....

---

**FOR OFFICIAL USE ONLY**

**Fee paid:**

**Signature:**

**Receipt number:**

**Rank/number:**

**Date:**

**Station:**

## APPLICATION FOR THE GRANT OF AN EVENT PERMIT

**NOTES - Please read these BEFORE completing the form**

1. Section 17 of the Air Weapons and Licensing (Scotland) Act 2015 (“the 2015 Act”) enables a person (“the organiser”) to apply for an Event Permit. Such events may include fairs, gala days, highland games, gymkhanas, pony club meets, tetrathlons, etc where air weapons are to be used in shooting galleries or competitions. The Event Permit allows individuals to borrow, hire, possess and use an air weapon at the event without holding an Air Weapon Certificate. It is a requirement of section 17(3) of the 2015 Act that the organiser must ensure that the permit, or a copy of it, is prominently displayed at the event so as to be capable of being read by anyone attending.

2. Form AWL5 should be completed by the organiser of the event, or a person designated by the organiser. The following notes are designed to help applicants complete the form as fully and accurately as possible. When complete, the form should be submitted to the Police Service of Scotland (“Police Scotland”) for the Chief Constable to determine whether or not to grant a permit.

### Part A

3. Part A asks for your personal details, including home address, nationality, etc.

4. At Question 8 you must disclose any and **all** previous convictions. This includes: convictions by or before Scottish courts as well as courts outside Scotland; orders for absolute discharge or conditional discharge, and convictions which are spent under the Rehabilitation of Offenders Act 1974. Spent convictions require to be disclosed by virtue of the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2013 (SSI 2013/50, as amended by SSI 2016/147). However, you do not have to disclose any offences dealt with by way of a fixed penalty notice or other alternative to prosecution. If you are in any doubt, please discuss this with the firearms licensing contact at Police Scotland.

### Part B

5. Part B of the form seeks detailed information on the event itself, the location of the event and the need for a permit – for example, an explanation of the type of shooting which will take place, information on the persons who will be in charge of the weapons on the day etc. In addition, you are required to provide information about the person supplying the air weapons to the event. Finally, you are required to provide information with regard to how the weapons will be secured and stored, including when they are not in use. You may wish to discuss the situation with the police prior to making an application.

6. You should provide as much information as possible on the application form. This will enable Police Scotland to take all of the relevant information into account when determining your application.

## **Part C**

7. You are required to sign the appropriate declaration, confirming the information provided on the form, prior to submitting it to the police.

### **Submitting the form**

8. When you have completed the form you should post it or take it to Police Scotland along with the appropriate application fee.

9. Forms can be sent to :

Air Weapons Team  
Police Scotland  
Clyde Gateway  
2 French Street  
Dalmarnock  
Glasgow  
G40 4EH