Transitioning to a Club Licence

In order to transition to a Club Licence under the *Firearms Act 2024*, you will need to:

- Provide proof that your club has been incorporated under the *Associations Incorporations Act 1997.*
- Provide a valid Insurance Certificate of Currency (proof that your club and all members/visitors are covered by current insurance).
- Provide a current copy of your club's Constitution and By-laws.
- Provide an up-to-date club members list.
- Provide details of the licensed range where your club conducts shooting competitions.
- Provide a list of all shooting disciplines that your club participates in.
- Provide an authority letter from the club, providing the details of the official point of contact who is authorised to exchange correspondence with this office.
- If your club is licensed to firearms, then you must provide evidence that you meet the required security and storage criteria. (See below for further details).

All documents should be emailed to FirearmsProject@police.wa.gov.au with the subject line **Club Licence Documentation** and your **licence number.**

ADDITIONAL INFORMATION

Storage and Security

If your current storage and security arrangements are not eligible for grandfathering, then you may be required to provide evidence of upgraded storage and security before your licence can be issued.

In the event that you do require upgraded storage and/or security, you will need to email your completed Storage Statement to FirearmsProject@police.wa.gov.au referencing your licence number.

Please consult the storage matrix below to determine the storage and security requirements that apply to your circumstances. It should be noted that your storage requirements are determined by the number and type of firearms on your licence, plus any other firearms registered to your storage location.

1.) How many firearms do you have? → 2.) Is your storage location occupied or unoccupied?

3.) What categories of firearms do you have?

Category	< = 5		6 - 15		16 +	
	Occupied	Unoccupied	Occupied	Unoccupied	Occupied	Unoccupied
A & / or B	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 1 upon addition / replacement of firearms. *New applicants	Level 1 (3mm steel body & 6mm steel door)	Level 1	Level 1 + Alarm	Level 1 + Alarm	Level 1 + Alarm + CCTV
Including any C & / or E6	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 1 upon addition / replacement of firearms. *New applicants	Level 1 + Alarm	Level 1 + Alarm	Level 1 + Alarm + CCTV	Level 1 + Alarm + CCTV	Level 2 + Alarm + CCTV
Including any H	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 2 (6mm steel body & 10mm steel door) upon addition / replacement of firearms. *New applicants	Level 2 + Alarm	Level 2 + Alarm	Level 2 + Alarm + CCTV	Level 2 + Alarm + CCTV	Level 3 (Grade V Safe) + Alarm + CCTV
E (other than E6)	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 1 upon addition / replacement of firearms. *New applicants	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 1 upon addition / replacement of firearms. *New applicants	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 1 upon addition / replacement of firearms. *New applicants	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 1 upon addition / replacement of firearms. *New applicants	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 1 upon addition / replacement of firearms. *New applicants	Grandfathering of existing approved storage (existing licences ONLY) **Upgrade** to Level 1 upon addition / replacement of firearms. *New applicants

Note:

Licensing Services is aware that some people may be impacted by supply shortages with respect to new firearms cabinets.

If you are impacted by this, please contact our Transition Team on 1300 894 474 for assistance.