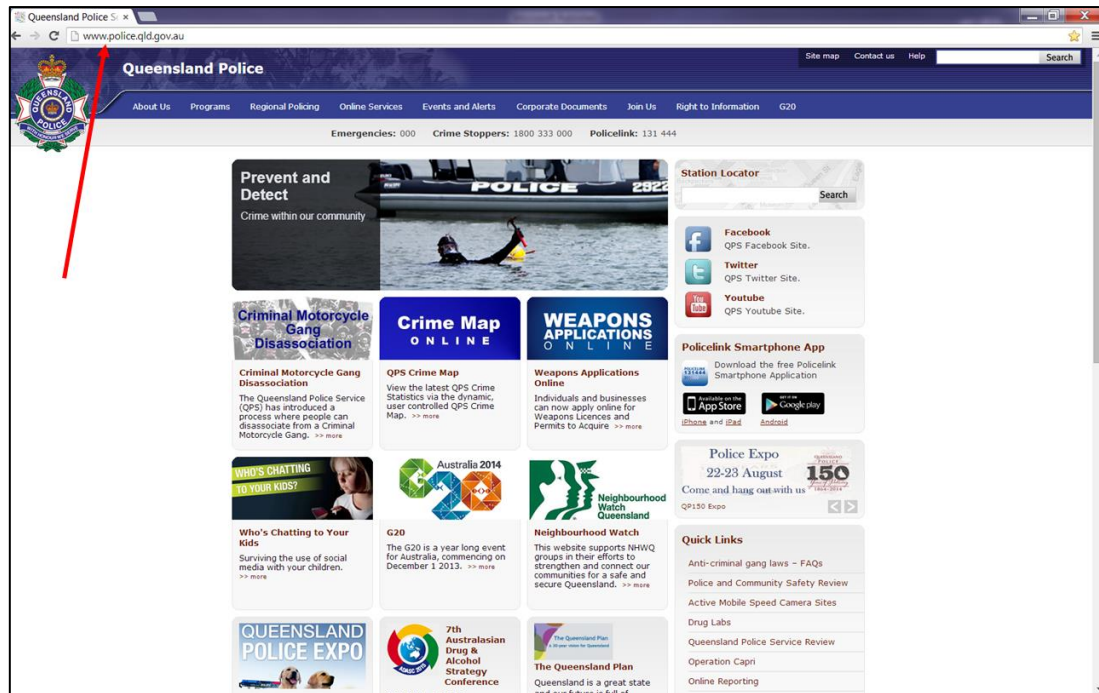
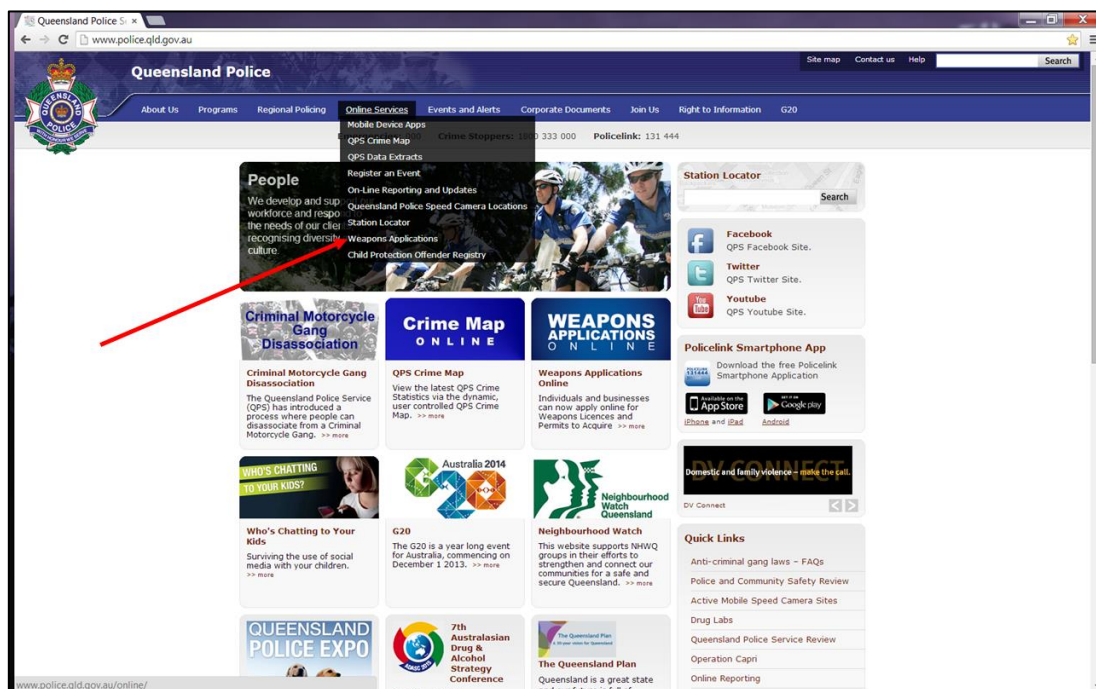


## Weapons Application Instruction Guide.



### Step 1

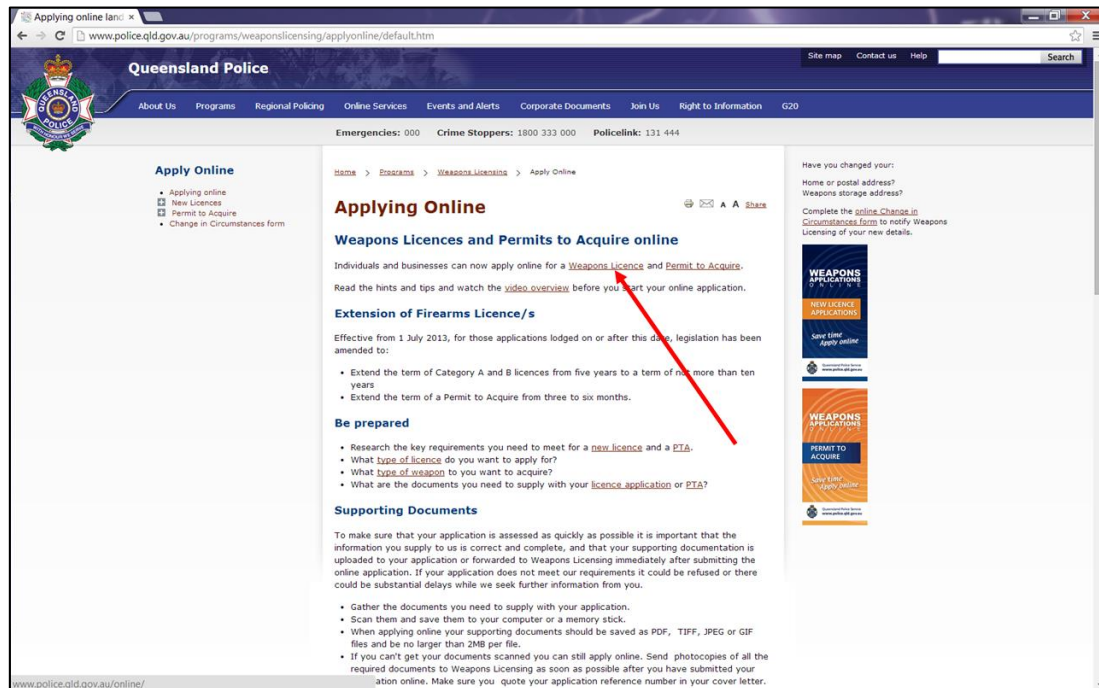
Click on the site [www.police.qld.gov.au](http://www.police.qld.gov.au)



### Step 2

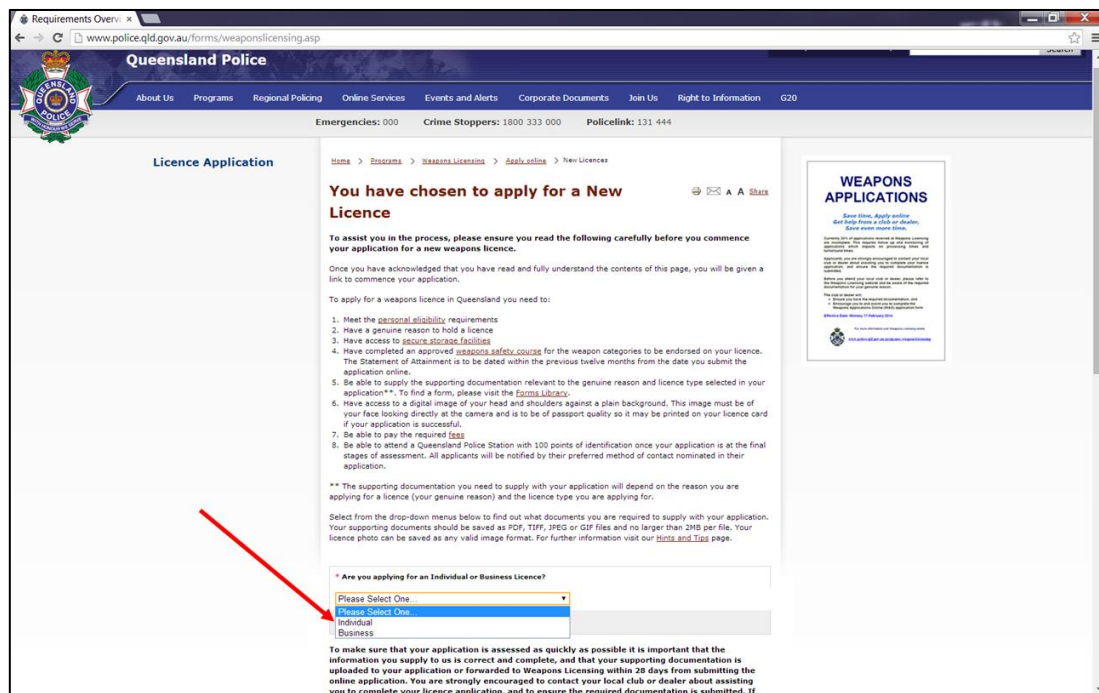
Click on the drop-down box and select **Weapons Applications**

# Weapons Application Form Instructions



## Step 3

Click on the selection **Weapons Licence**



## Step 4

Click on the drop-down box and select **Individual**.

## Weapons Application Form Instructions

statement or attainment is to be dated within the previous twelve months from the date you submit the application online.

5. Be able to supply the supporting documentation relevant to the genuine reason and licence type selected in your application\*\*. To find a form, please visit the [Forms Library](#).

6. Have access to a digital image of your head and shoulders against a plain background. This image must be of your face looking directly at the camera and is to be of passport quality so it may be printed on your licence card if your application is successful.

7. Be able to pay the required [fees](#).

8. Be able to attend a Queensland Police Station with 100 points of identification once your application is at the final stages of assessment. All applicants will be notified by their preferred method of contact nominated in their application.

\*\* The supporting documentation you need to supply with your application will depend on the reason you are applying for a licence (your genuine reason) and the licence type you are applying for.

Select from the drop-down menus below to find out what documents you are required to supply with your application. Your supporting documents should be saved as PDF, TIFF, JPEG or GIF files and no larger than 2MB per file. Your licence photo can be saved as any valid image format. For further information visit our [Hints and Tips](#) page.

\* Are you applying for an Individual or Business Licence?

Individual

\* Please select the type of licence

Please Select One

Please Select One

Blank-Fire Firearms Licence

Concealable Firearms Licence

Collector's Licence (Weapons)

Minor's Licence

Miscellaneous Weapons Licence

**Security Licence (Guard) - Employee**

Security Licence (Guard) - Sole Provider

Security Licence (Guard) - Business

Firearms Licence

Firearms Licence (Instructor)

Please be advised that this online service can only be used for the purpose of applying for a NEW licence. If you are an existing Weapons Licence holder you can use the online forms to apply for an additional type of Weapons Licence otherwise, if you want to renew your Weapons Licence please see the [renewals section](#) for information on how to do this.

Once you are ready to commence your application please agree to the following statement by selecting the [button](#).

### Step 5

Click on the next drop-down box and select **Security Licence (Guard) Employee**.

statement or attainment is to be dated within the previous twelve months from the date you submit the application online.

5. Be able to supply the supporting documentation relevant to the genuine reason and licence type selected in your application\*\*. To find a form, please visit the [Forms Library](#).

6. Have access to a digital image of your head and shoulders against a plain background. This image must be of your face looking directly at the camera and is to be of passport quality so it may be printed on your licence card if your application is successful.

7. Be able to pay the required [fees](#).

8. Be able to attend a Queensland Police Station with 100 points of identification once your application is at the final stages of assessment. All applicants will be notified by their preferred method of contact nominated in their application.

\*\* The supporting documentation you need to supply with your application will depend on the reason you are applying for a licence (your genuine reason) and the licence type you are applying for.

Select from the drop-down menus below to find out what documents you are required to supply with your application. Your supporting documents should be saved as PDF, TIFF, JPEG or GIF files and no larger than 2MB per file. Your licence photo can be saved as any valid image format. For further information visit our [Hints and Tips](#) page.

\* Are you applying for an Individual or Business Licence?

Individual

\* Please select the type of licence

Security Licence (Guard) - Employee

\* Please select your genuine reason

Please select one

Please select one

**Occupational - Security Guard - Employee**

Minor's Licence

Blank-Fire Firearms Licence

Concealable Firearms Licence

Collector's Licence (Weapons)

Miscellaneous Weapons Licence

Security Licence (Guard) - Sole Provider

Security Licence (Guard) - Business

Firearms Licence

Firearms Licence (Instructor)

Please be advised that this online service can only be used for the purpose of applying for a NEW licence. If you are an existing Weapons Licence holder you can use the online forms to apply for an additional type of Weapons Licence otherwise, if you want to renew your Weapons Licence please see the [renewals section](#) for information on how to do this.

### Step 6

Click on the next drop-down box and select **Occupational-Security Guard-Employee**.

# Weapons Application Form Instructions

The screenshot shows the 'Requirements Overview' page for the Weapons Licensing application. It contains instructions for applicants, including requirements for identification, supporting documentation, and the application process. A red arrow points to the 'Apply for Individual Licence' button, and another red arrow points to the checkbox for acknowledging the terms and conditions.

Requirements Overview

7. Be able to pay the required fees.  
8. Be able to attend a Queensland Police Station with 100 points of identification once your application is at the final stages of assessment. All applicants will be notified by their preferred method of contact nominated in their application.

\*\* The supporting documentation you need to supply with your application will depend on the reason you are applying for a licence (your genuine reason) and the licence type you are applying for.

Select from the drop-down menus below to find out what documents you are required to supply with your application. Your supporting documents should be saved as PDF, TIFF, JPEG or GIF files and no larger than 2MB per file. Your licence photo can be saved as any valid image format. For further information visit our [Help and Tips](#) page.

Are you applying for an Individual or Business Licence?

Individual

Select Licence

To make sure that your application is assessed as quickly as possible it is important that the information you supply to us is correct and complete, and that your supporting documentation is uploaded to your application or forwarded to Weapons Licensing within 28 days from submitting the online application. You are strongly encouraged to contact your local club or dealer about assisting you to complete your licence application, and to ensure the required documentation is submitted. If your application does not meet our requirements it could be refused or there could be substantial delays while we seek further information from you.

If you need assistance at anytime to complete a question while you are applying, click on the HELP button at the bottom left of the online form or if you haven't used this service before you will find it helpful to read our [FAQs](#), [Help and Tips](#) and watch our [Instructional Video](#).

Please be advised that this online service can only be used for the purpose of applying for a NEW licence. If you are an existing Weapons Licence holder you can use the online forms to apply for an additional type of Weapons Licence otherwise, if you want to renew your Weapons Licence please see the [renewals section](#) for information on how to do this.

Once you are ready to commence your application please agree to the following statement by selecting the check box.

☒ I acknowledge I have read and fully understand the contents of this page and the requirements needed to apply for a weapons licence online.

Apply for Individual Licence

Last updated February 2014

QPS Media Unit @QPSmedia  
Thanks @roomcmool We've passed this on to local police.  
Expand

About Us The Service Commemoration  
Facilities and Activities History  
Programs Alcohol and Other Drugs Youth  
Community Liaison and Support  
Adult Sexual Assault Crime Stoppers

Corporate Documents Client Service Issues  
Documents For Purchase  
External Research Requests Forms  
Police Wide Load Escorts  
Prosecution Contacts Case Conferencing  
Public Notices Related Links

## Step 7

Check the box to acknowledge you have read and understood the contents and then click on the **Apply for Individual Licence** button.

The screenshot shows the 'New Licence Application (1 of 9): Applicant Details' page. It contains a form for personal details, including name, date of birth, gender, and contact information. A red arrow points to the 'First Name' field, and another red arrow points to the 'Town of Birth' field.

Weapons Application

Queensland Government [AU] <https://wao.police.qld.gov.au/WAO/flows/newLicenceFlow.jsessionid=7D33C43A8096B9F554D09D39751B1AAF.pk62?execution=e1s1>

Queensland Police

About Us Programs Regional Policing Online Services News and Alerts Corporate Documents Join Us Right to Information

Emergencies: 000 Crime Stoppers: 1800 333 000 Policelink: 131 444

New Licence Application (1 of 9): Applicant Details

To commence your application please enter your details as required below.  
Questions marked with \* must be completed.

If you need assistance at anytime to complete a question while you are applying, click the HELP button at the bottom of the form.

Personal Details

Your personal details are required to allow processing of this application:

\* Are you a permanent Queensland resident? ☐ Yes ☐ No

\* Are you an Australian Citizen? ☐ Yes ☐ No

\* First Name:

Middle Name:

\* Last Name:

\* Gender: ☐ Male ☐ Female

\* Date of Birth:  (dd/mm/yyyy)

\* Town of Birth:

State of Birth:  Please select

\* Country of Birth:

Home Number:  Work Number:

Mobile Number:  Fax Number:

\* Email Address:  \* Re-enter Email Address:

\* Preferred Verbal Contact:  Please select

\* Preferred Written Contact:  Please select

Qld Driver Licence Number:

Former Name(s):

## Step 8

Complete the following application pages as required.

## Weapons Application Form Instructions

Weapons Application: <https://wao.police.qld.gov.au/WAO/flows/newLicenceFlow?sessionId=7D33C43A809689F554D09D39751B1AAFpk62?execution=e1s1>

\* Gender: ☐ Male ☐ Female

\* Date of Birth:  (dd/mm/yyyy) \* Town of Birth:

State of Birth:  Please select \* Country of Birth:

Home Number:  Work Number:

Mobile Number:  Fax Number:

\* Email Address:  \* Re-enter Email Address:

\* Preferred Verbal Contact:  Please select \* Preferred Written Contact:  Please select

Qld Driver Licence Number:

Former Name(s):

Note: If you have changed your name, you must provide proof e.g. marriage certificate, change of name certificate etc.

**Residential Address**

Please select Property Name to enter Name/Lot on Plan details:

\* Address Type: ☐ Street ☐ Property Name

Name/Lot on Plan:  80 characters remaining

Street:  \* Name:  Type:

\* Suburb:

\* State:  Please select

\* Postcode:

☐ Check this box if your postal address is different from your residential address

\* How long have you lived at your current residential address? Years:  Please select

[Help](#) [Next](#)

QPS Media Unit @QPSQueensland  
Thanks @roomcmon! We've passed this on to local police.

About Us The Service Commemoration  
Facilities and Activities History  
Events and Alerts Alerts Missing Persons  
Rewards Campaigns Q20 Group  
Programs Adult Sexual Assault  
Corporate Documents Client Service Issues

### Step 9

Click Next as you complete each page or help if you need assistance.

Weapons Application: <https://wao.police.qld.gov.au/WAO/flows/newLicenceFlow?execution=e1s1>

**Unable to process this form**

1. Date of Birth: This field is required
2. Years: This field is required
3. Are you a permanent Queensland resident: This field is required
4. Are you an Australian Citizen: This field is required
5. Town of Birth: This field is required
6. Country of Birth: This field is required
7. Gender: This field is required
8. First Name: This field is required
9. Last Name: This field is required
10. Preferred Verbal Contact: Chosen method not provided
11. Preferred Written Contact: Chosen method not provided
12. Email Address: This field is required
13. Re-enter Email Address: This field is required
14. Suburb: This field is required
15. State: This field is required
16. Postcode: This field is required
17. Street Name: This field is required

**New Licence Application (1 of 9): Applicant Details**

To commence your application please enter your details as required below.  
Questions marked with \* must be completed.

If you need assistance at anytime to complete a question while you are applying, click the HELP button at the bottom of the form.

**Personal Details**

Your personal details are required to allow processing of this application:

\* Are you a permanent Queensland resident? ☐ Yes ☐ No  
This field is required

\* Are you an Australian Citizen? ☐ Yes ☐ No  
This field is required

\* First Name:   
This field is required

Middle Name:

\* Last Name:   
This field is required

\* Gender: ☐ Male ☐ Female  
This field is required

\* Date of Birth:  \* Town of Birth:

### Step 10

Lodge your application and remember to attach any attachments as required. If a problem arises it will indicate as shown.