



Dear [REDACTED]
PLEASE REPLY ALL WHEN RESPONDING TO THIS EMAIL

Identity Number: [REDACTED]
Application Number: [REDACTED]

We refer to your application to renew your firearms licence submitted on [REDACTED]. We recently contacted you to advise the following document/s or information must be provided before your renewal application could proceed.

You have provided a copy of a Pension Card that lists the type of pension you receive as a Disability Support Pension (DSP), expiry (30 June 2023). Please provide a letter from your treating medical practitioner who must provide information on the health condition or impairment for which the DSP card has been issued, as well as any other relevant health conditions. The medical practitioner should also advise of any current treatment plan, if you are taking medication, the effect any medication may have on your ability to safely use firearms, any risk of relapse, and, in their opinion, your fitness to possess and use firearms without a risk to public safety.

While we appreciate this is an imposition, we seek these documents so that we can be satisfied that you pose no risk to yourself or the community if issued a firearms licence. This is a necessary obligation and we are grateful for your assistance in helping us make decisions about public safety. Unfortunately, with the information we have on hand, we cannot determine if your health condition is such that a medical assessment by a general practitioner or a more detailed evaluation from a mental health professional is required. Therefore, the Firearms Registry may request you provide a psychiatric evaluation report from a mental health professional.

To date no response has been received. This is a courtesy reminder to advise that if we do not receive a response to this request within 4 weeks from the date of this email, your application will be refused. Upon refusal, you will no longer be authorised to possess or use firearms and any firearms in your possession must be surrendered to police or acquired by a firearms dealer.

If you are unable to provide the required information within the noted timeframe, please 'reply all' to this email and we will ensure you have sufficient time to respond.

Please respond via return email and attach or provide the requested document/s or information. If you do not have access to a scanner, please take a **clear photograph** of the document/s, save the images in and attach to your email response. (Formats accepted: .BMP, .DOC, .DOCX, .JPG, .PDF, .PNG, .TIF, .XLS, .XLSX).

NSW Police Force Customer Service Charter

The NSW Police Force is committed to providing the community with responsive and meaningful Customer Service. Ensuring that we maintain quality Customer Service is one of the highest priorities of every officer. It is what the community demands, deserves and expects. The Customer Service Charter is available on our website.

Kind Regards,
NSW Police Force Firearms Registry