

Customer Information

Submitting an application to request a European licence to possess firearms for employees of private security organisations (issue, exchange, replacement, extension)

ÁNYK (General Form Completion Program) form included in the Information

Case group: Civilian firearms administration

Identifier	Title of form
RI-0635	Kérelem európai lőfegyvertartási engedély iránt személy- és vagyonvédelmi szervezet alkalmazottja részére (kiadás, csere, pótlás, meghosszabbítás)
	Application for a European licence to possess firearms for employees of private security organisations (issue, exchange, replacement, extension)

This information is effective as of 1 January, 2018.

Legislation relating to the procedure

1. Act CL of 2016 on the general rules of administrative proceedings and services http://njt.hu/cgi_bin/njt_doc.cgi?docid=199170.331240
2. Act CCXXII of 2015 on the general rules of electronic administration and trust services http://njt.hu/cgi_bin/njt_doc.cgi?docid=193173.338642
3. Government decree of 253/2004 (VIII. 31.) on weapons and ammunition (hereinafter referred to as G.d.) http://njt.hu/cgi_bin/njt_doc.cgi?docid=86434.329877
4. Government decree of 329/2007. (XII.13.) on the bodies of the Police and on the tasks and powers of the Police http://njt.hu/cgi_bin/njt_doc.cgi?docid=112629.326988
5. Decree of the Ministry of Justice and Law Enforcement 67/2007 (XII. 28.) on the establishment of the jurisdictions of the Police http://njt.hu/cgi_bin/njt_doc.cgi?docid=110516.316679

Procedure

The official card evidencing the European licence to possess firearms is valid for five years, and its validity can be extended, upon request, for an additional five years in each case if the conditions of granting the licence, upon their repeated inspection, have been complied with.

The European licence to possess firearms cannot be transferred, and the person possessing the licence must keep it with him/her during his/her possession of the firearms.

Submitting the application

The application to request a European licence to possess firearms for employees of private security organisations must be submitted to the relevant county (Budapest municipal) police department of the place of activity of the organisation.

Costs and expenses of the procedure

The administrative service fee for the application shall be HUF 4,000 payable to the appropriation allocation bank account held by the relevant county police department in the first instance; in Budapest, the Budapest Police Headquarters. The payment must be effected not later than on the business day following the receipt of the registration number issued by the relevant authority. In the description of the payment the reason for the payment (*európai lőfegyvertartási engedély kérelem* – application for requesting a European licence to possess firearms) together with the registration number of the case (registration number: 'RZSEIR' registration number indicated in the communication sent by the document management system of the Police to the applicant's Customer Gateway storage space) must be indicated.

The bank account numbers are contained in Appendix 2 of D.

Attachments to be added to the application submitted in pdf files

- valid technical approvals

As an additional attachment, a passport-type photo (identification card photo) must be attached, which must be submitted to the relevant authority either by mail or in person.

The authorised trade representative of the applicant, if called upon by the authority, must produce the original copy of the attached document.

Processing the application

If during processing the application it is established that the entitled applicant has submitted the complete application to the authority having appropriate jurisdiction, the Police shall make a decision of granting the licence.

The European licence to possess firearms can be collected by the licence holder via their authorised trade representative during business hours.

For more information on business hours, please visit the official Internet homepage of the Police.