

## Customer Information

### Submitting an application to request a licence to carry out repairer's activities

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

Case group: Civilian firearms administration

Identifier	Title of form
RI-0637	Engedélykérelem fegyverjavítói tevékenység végzéséhez
	Application for a licence to carry out repairer's activities

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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=199170.331240)
2. Act XXIV of 2004 on firearms and ammunition (hereinafter referred to as Arms Act)  
[http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=83823.323256](http://njt.hu/cgi_bin/njt_doc.cgi?docid=83823.323256)
3. 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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=193173.338642)
4. 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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=86434.329877)
5. 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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=112629.326988)
6. Decree of the Ministry of Interior 49/2004 (VIII. 31.) on shooting ranges, the storage of firearms and ammunition by the authorities and the theoretical and practical requirements of the possession of firearms [http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=84517.328286](http://njt.hu/cgi_bin/njt_doc.cgi?docid=84517.328286)
7. Decree of the Ministry of Interior 50/2004 (VIII. 31.) on the administrative service fee for examinations on the knowledge of weapons, examinations on the distribution of weapons, the storage of firearms and ammunition by the authorities and authorising activities relating to weapons and ammunition (hereinafter referred to as D.) [http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=84536.328287](http://njt.hu/cgi_bin/njt_doc.cgi?docid=84536.328287)
8. 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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=110516.316679)

#### Procedure

##### Submitting the application

The application to request a licence to carry out repairer's activities must be submitted to the relevant police department of the place of the repair activity; in Budapest, the Budapest Police Headquarters.

### **Costs and expenses of the procedure:**

The administrative service fee for the application for a licence to carry out repairer's activities shall be HUF 80,000.

The administrative service fee for the necessary permits to employ personnel shall be HUF 2,000 and the administrative service fee for permits for storage of firearms, ammunition, ammunition components storage shall be as follows:

- HUF 15,000 for up to 25 firearms and/or ammunition up to 5000 pcs;
- HUF 35,000 for between 26–50 firearms and/or 10,000 pcs. of ammunition;
- HUF 45,000 for 50+ firearms and/or 10,000 pcs. of ammunition;
- ammunition components storage: HUF 35,000.

The administrative service fee is payable to the appropriation allocation bank account held by the relevant county police department in charge of the 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 (*engedélykérelem fegyverjavítói tevékenység végzéséhez* – application to request a licence to carry out repairer's activities) 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**

- the to-scale layout of the building;
- the method of separating the premises for repair from the premises for storage;
- the details and the technical approvals of the security system (steel security bars, impact resistant security foils, alarm system, etc.);
- a test certificate evidencing the employees' theoretical knowledge and practical skills;
- the number and size of premises used for repair and storage;
- the copy of the licence to operate as a sole trader or, failing that, the registration number of the licence; documents verifying qualifications.

The applicant, if called upon by the authority, must produce the original copy of the attached documents.

### **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, or the applicant has complied with the request for correction or amendment, the premises for storage, upon the inspection carried out on site, meet the requirements set in G. d., furthermore there are no reasons set out in the Arms Act that may exclude the applicant from being granted the licence, the authority shall make a decision of granting a licence to carry out repair activities. The Police shall then send the applicant the electronically certified copy of the decision on the permit. The permit (document in a card-format) shall be received, in accordance with the declaration made by the customer, either by mail or in person during business hours.

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