

## Customer Information

### Submitting an application to request a European licence to possess firearms

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

Case group: Civilian firearms administration

Identifier	Title of form
RI-0634	Kérelem európai lőfegyvertartási engedély kiadása (csere, pótlás) iránt természetes személyek és szervezetek számára (kivéve az önvédelmi célú rövid lőfegyvertartók, továbbá a személy- és vagyonvédelmi szervezetek)
RI-0634	Application for a European licence to possess firearms (exchange, replacement) for natural persons and organisations (except for persons in possession of short firearms for self-defence, furthermore private security organisations)
RI-0635	Kérelem európai lőfegyvertartási engedély iránt személy- és vagyonvédelmi szervezet alkalmazottja részére (kiadás, csere, pótlás, meghosszabbítás)
RI-0635	Application for a European licence to possess firearms for employees of private security organisations (issue, exchange, replacement, extension)
RI-0634 (inNOVA)	Kérelem európai lőfegyvertartási engedély iránt
RI-0634 (inNOVA)	Application for a European licence to possess firearms

**This information is effective as of 06 August, 2019.**

#### 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 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)
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](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](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](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 prolonged, 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 (exchange, replacement) must be submitted to the relevant county police department of the place of residence of the applicant, in case of associations to the relevant police department of the activity of the organisation, in the case of “A” category firearms and of an organization holding firearms for personal and property protection to the relevant police department of the activity of the organisation, in Budapest, to the Budapest Police Headquarters.

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

The administrative service fee for the application for issue, extension, replacement and replacement of the European firearms pass shall be HUF 4,000.

Upon granting and issuing the European licence to possess firearms, for any and all further official entries in the licence an administrative service fee of HUF 3,000 shall be paid for each entry, payable to the appropriation allocation bank account held by the relevant county police department in charge of the police department in the first instance;

The administrative Service Fee can be paid by bank transfer or via the Electronic Payment and Settlement System (EFER) via online bank card payment (VPOS).

In the case bank transfer, the information field must contain the purpose of the payment e.g. „ application for a European licence to possess firearms” and the registration number returned after the automatic registration, which is a case number consisting of the following positions:

X X X X X - X X X /X X X/ X X X X. F. (e.g.: 29000-821/111/2019. F.)

The account numbers are included in Attachment 2 of the D.

### **Attachments to be added to the application submitted in pdf files**

- the valid technical approvals of the weapons to be registered;
- in case of registration of firearms for hunting purposes into the European licence – a valid hunting licence;

- in case of out-of-country transport of sports shooters' firearms by their licensee, the certificate issued by the national association and a letter of invitation (issued by the inviting sports association);

As an additional attachment, 1 passport-type photo (identification card photo) must be attached, which must be submitted to the relevant authority either by mail or in person.

### **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, furthermore there are no reasons set out in the Arms Act that may exclude granting the licence, the authority shall make a decision of granting a European licence to possess firearms (licence) or a decision of an extension of the duration of the European firearms pass.

The European licence to possess firearms can be collected by the licence holder, as a natural person, in person, and in case of legal persons or organisations not having legal personality via their authorised trade representative from the licensing police authority during business hours.

The registration of a new firearm in the license, the exchange or replacement of the license and the transfer of the new license in the case of an organization licensee may be done by the commercial agent, while the natural person may be personally represented in the case of the licensee. At the same time as the new license is received, the license to be replaced must be submitted to the authority.