

Customer Information

On notification regarding changes to organization's data

inNOVA form included in the Information

Case group: Procedure related to civilian firearms

Identifier	Title of form
RI-0648	Bejelentés szervezet cégadataiban bekövetkezett változásról
	notification regarding changes to organization's data

This Information is effective as of 9 March, 2020.

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 (hereinafter referred to as "E-Adm. Act") http://njt.hu/cgi_bin/njt_doc.cgi?docid=193173.338642
3. Government decree 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 329/2007 (XII.13.) on the bodies of the Police and on the tasks and powers of the Police (hereinafter referred to as Gov. Dec.) (XII.13.) 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

Procedural order

Submitting an application

The notification should be submitted to the Police Headquarter whose jurisdiction covers the activity carried out. In the case of the firearms manufacturer, the firearms distributor as well as for holding the firearms for personal or property protection, for film production purposes (possession of a "A" category) and for work (the "A" category firearms and silencers) the notification should be submitted to County Police Headquarters, in Budapest to Budapest Police Headquarters.

Costs and expenses of the procedure

An administrative service fee of application is HUF 3,000.

If the change also requires the exchange of the issued licence (card document), its administrative service fee shall be HUF 2,000 per firearms dealer, and HUF 4,000 per card document.

There is no charge for reporting changes to location and contact information.

The account numbers are listed in Table 1 of the prospectus available by clicking on the following link: [az úrlapbenyújtáshoz kapcsolódó fizetési kötelezettségek teljesítéséhez](#)

An administrative service fee should be paid into the appropriation allocation fund account of the county police headquarters governing the local police headquarters proceeding at first instance; in Budapest, the Budapest Police Headquarters.

The administrative Service Fee can be paid in advance or ex-prior 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. „changes to organization's data” 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.)

No attachment to the application is required.

Processing an application

If the application is submitted to the authority competent for authorization and its content is satisfactory, the authority shall record the change on the basis of the application in a register and where appropriate, issue an electronically certified decision. In the case of change the license (card document) for firearms dealer or change the official certificate (card document) attesting to the existence of a firearms license, the licensee may personally take them through the trading agent from the licensing Police Headquarter during the office opening hours.