

Foolproof guide to fill in the endorsement application

- A motivation for the firearm endorsement application is not needed, as the endorsement only serves to confirm that the firearm is suitable for the relevant division(s) in SADPA.
- Only the application form that is on the website will be accepted as a valid application. All previous forms are invalid with the update of the website form.
- A form that can be filled in on the computer will not be made available owing to the requirement of correct and verifiable information.
- The endorsement has to be signed by the person applying, confirming that the information supplied is true and correct, and is a declaration by the applicant of the Endorsement application that the firearm is suitable for use and meets all the rules governing the particular division that the firearm is to be used in. This responsibility remains that of the applicant and not SADPA. Please note that any false declaration on a license application is a prosecutable offence.
- Each firearm must have a separate form.

Personal details:

- Make sure that the personal details are complete before sending the application through.
- Either write out the club's name in full, or provide the correct acronym (as per the website) when filling in the affiliated club.
- Ensure that you received your Dedicated Status (DSS) from SADPA before you mark DSS on your application form. See the SADPA website if you are unsure about DSS. Please note that you have to apply for DSS and that is NOT granted automatically if you are on 20 points. False declaration of DSS can be seen as an attempt to take advantage of SADPA and will not be tolerated by SADPA. False declaration on license applications is a prosecutable offence.

Firearm information:

- The firearm's information has to be correct and complete. This includes the Make, Model, Calibre and Serial number (as well as barrel length for handgun). If any of the information is incomplete, the form will be sent back for completion.
- Make sure of the action and division of the firearm before filling out the form. Rather ask an experienced SO or contact SADPA than applying for the incorrect division.
- Although the firearm may meet the criteria for more than one division, mark only ***the division*** that you require the endorsement for in terms of your firearm license motivation, which you plan to submit with the (SAPS 271) licence application.

- If (and only if) any one of the boxes except the last one is marked 'yes', add information on why you marked 'yes' in the space provided. Do not fill this space in if only the last block is marked 'yes'.

Any form that is incorrect will not be accepted and be sent back for correction by the applicant.

The endorsement can take up to 10 days, so please do not enquire about the progress before the end of the 10 days. The SADPA Exco member that does the endorsements will do it as soon as possible.

If there are any questions you can email Danie van Huyssteen on dpsvh@axxess.co.za or contact Marge who will forward any queries.

It might be faster if you email the endorsement application to dpsvh@axxess.co.za, as it is sent through a more direct route, meaning that it may get attention earlier.