

THE PROCESS OF OBTAINING A B ENDORSEMENT

1. New members joining a pistol club are permitted to make 3 visits before making a decision to either continue or they discontinue attending the club. It is a good idea to explain this to the prospective member before they commence any activities so that they are clear about the expectations.
2. Once they have decided to become a member they must sign the FM1 form (from which their PNZ number comes), pay their fees and the Club Secretary must send the form and the fees to the PNZ Administration Officer **within 28 days**. This establishes the member's Joining Date from when their 6 months probation begins. They must also obtain their Firearms Licence if over the age of 16.

NEW ZEALAND PISTOL ASSOCIATION (INC)
PISTOL CLUB MEMBERSHIP APPLICATION FORM (FM1)

MEMBERSHIP NUMBER
15951

(Please print all details)

NAME OF CLUB _____ DATE _____
APPLICANTS SURNAME _____
FIRST NAMES _____
ADDRESS _____
TELEPHONE HOME _____ BUSINESS _____
DATE OF BIRTH _____ OCCUPATION _____
FIREARMS LICENCE NO _____ Note: Probationary period can not be completed until Applicant has advised NZPA of FLIC Number

I agree to the following conditions:
(1) A minimum six months probation period
(2) To abide by the rules of the Club
(3) To abide by the rules of the New Zealand Pistol Association (Inc)

APPLICANTS SIGNATURE _____

THIS FORM, ACCOMPANIED BY THE NZPA FEE, MUST BE SUBMITTED TO THE NZPA WITHIN 28 DAYS OF COMPLETION
NZPA Office use only

JOINING DATE	RECEIPT NUMBER	ENTRY LINE NUMBER	DATE PACK SENT

The FM1

The FM1 comes in an A5 book form, duplicates that are self carboned.

The top copy that is sent to the PNZ Admin Officer, is yellow and the second copy is pink.

The member's number is the red number in the top right hand corner and needs to be quoted when communicating with the Administration Officer.

The pink copies are kept with the club records.

New books can be obtained from the Administration Officer

The updated FM1 form. Earlier versions do not have the boxes at the bottom of the form but are still valid

3. When the fees are received by the Administration Officer the details of the Club member are entered on the Association's database. The new member will receive a letter from the Association, welcoming them to Pistol Shooting. The letter identifies their PNZ Number, their joining date and firearms license number for them to verify as correct. With the letter they will receive the Members Handbook, their Membership card and recent issues of Bullshooter.

4.



The **Members Handbook** will be issued free of charge to all new members and it contains two sections.

The first is a general information section in regard to the Pistol Association.

The second section contains the instructions for safe shooting upon which they will be tested before applying for the B Endorsement.

5. During the course of the next 6 months the member must attend the club activity on **no less than 12 occasions**. During this period the test on the Safety Section of the Members Handbook can be undertaken.
6. **Safety Test**
All club Training Officers will be issued some Safety Test forms in two parts.
 - One part is the Test Booklet. There are two sections to the booklet which are 2 different Tests. The booklet 'flips' over and there is an indicator on the top right hand corner to show which test is which. There are 20 questions. 15 are General questions and 5 are Discipline specific.
 - The second part is a sealed, self marking Answer form. The test paper is marked with a cross on the selected answers and if they are correct they are worth one mark each.
 - Juniors (aged 12-16) need only answer questions 1-10 of the questions and are required to score 9 to pass. All other shooters must answer the 20 questions, and the pass mark is 18.
 - Persons failing the test may re-sit the test at any time but it is recommended that at least one week pass before they re-sit the test to enable them to read the Pistol Shooters Handbook again, and study the areas which they failed on.
 - Both parts of the test are then sent to the Administration Officer.
 - The requirement for Juniors to participate in this test is the precursor to them being issued the Junior Badge and Certificate which will be the indicator that the Junior is 'fit and proper' to be a participant on a range.
7. Once the 6 months probationary period has been completed they need to visit the local Arms Officer and complete the form POL67f. **IT MUST BE SIGNED AND WITNESSED** at the foot of the front page. **It will be returned to you if this has not been done.**

POL 67f
FIREARMS LICENCE APPLICATION SUPPLEMENTARY FORM
(TYPE B - PISTOL CLUB MEMBER)

NOTE FOR APPLICANTS
 Complete this side of the form. Your signature must be witnessed by a member of police. The form must then be submitted through the committee of the incorporated pistol shooting club for the time being recognised by the Commissioner of Police for the purposes of section 21 of the Arms Act 1983.

PART A:
 Surname: _____ Forename: _____
 Date of Birth: _____ License Number: _____
 Types held: A B C D E
 Club Name: _____
 Club Address: _____
 Membership Number: _____
 Joining Date: _____

Security
 You must comply with the security requirements of the Arms Regulations 1992 specifications are available from an Arms Officer.
 Where do you intend to store your pistol/s?
 Livingroom Room of adult and secure construction
 Locked in steel cabinet, steel box or safe which is fixed in an approved manner.

Declaration
 I am an active and current financial member of the above incorporated pistol shooting club. I fully understand and abide by the club rules and conditions of membership. I understand and will comply with all the requirements of the Arms Act 1983, the Arms Regulations 1992 and other such matters as are agreed by the relevant New Zealand Police and the club.
 I declare that the information I have supplied for this application is true and correct. I understand that it is an offence to intentionally supply incorrect particulars or misleading details. I consent to the police making inquiries into my fitness to possess or own pistols and authorise any person approached by police in this matter to release or disclose all relevant information.

Applicant's Signature: _____ Witnessed by (Member of Police): _____
 Date: _____ CID: _____ Station: _____

POL67f – Front of form

PART B
 (For Club use)
 Applicant is an active and current financial member: Y N
 Applicant is aware of and abides by range and match rules, and club and/or association constitutions: Y N
 Shooting meetings attended in the last year to date: _____
 Applicant has undergone safety training: Y N
 Comment on applicant's safety competence and attitude to security: _____

Recommendation and declaration
IMPORTANT: The executive committee of the club must be satisfied that the applicant is a fit and proper person to have and use pistols. The declarant may be required to justify his or her opinion on oath in Court. It is an offence to intentionally supply false or misleading information.
 I declare that the (club name) _____
 is an incorporated pistol shooting club which has been recognised by the Commissioner of Police for the purposes of section 21 of the Arms Act 1983. The information given above by the executive committee of the club is true and correct. I know of no reason why the applicant should not have and use pistols. The committee supports and recommends this application.
 (President or Secretary): _____ Date: _____

PART C
 (For national association use - if applicable)
 Application Number: _____
 Executive Secretary: Recommended Declined
 (Signature): _____ Date: _____
 Council Representative: Recommended Declined
 (Signature): _____ Date: _____

Note: When completed, this form may be returned to applicant or forwarded directly to the Arms Office at which the application is to be made.

POL67f – Rear of form

8. The form then goes to the Club Secretary so they can complete Part B on the reverse of the Form, which comments on the member's safety and security. This needs to be fully descriptive and 'one word' statements – such as 'adequate' or 'excellent' are unacceptable.
9. The form is then sent to the Administration Officer, PNZ, for completion of part C. The form is stamped to indicate that the examination has been sat and passed. If the exam paper has not been received the POL67f will not be processed until received. The Club Secretary will be advised if the POL67f is received before the exam paper.
10. The POL67f is then sent to a Council member for countersigning and then returned to the Administration Officer.
11. Once returned, the POL67f is posted directly to the Arms Officer with a letter being sent to the applicant for their advice.
12. The maximum time delay through the PNZ is one month as the forms are sent away for signing twice a month. Delays are only caused by incomplete forms and lack of attention to the process.
13. The Club Secretary must make themselves familiar with this most basic process.