# SOUTH AFRICAN POLICE SERVICE



Notification of incorrect information

## INSTRUCTIONS: NOTIFICATION OF INCORRECT INFORMATION

# **GENERAL INSTRUCTIONS**

- A notification of incorrect information must be completed in black ink that cannot be erased.
- The notification must be stamped with the official date stamp of the police station where it was received.
- A person is guilty of an offence in terms of the Firearms Control Act, 2000 (Act No 60 of 2000), if he/she provides false information which he/she knows is false on this notification form.

# SECTION A: FOR OFFICIAL USE BY THE POLICE STATION WHERE THE NOTIFICATION IS CAPTURED

#### 1. Notification reference number

The reference number of the notification that the system generates for the notification after it was captured (for example, C12945) must be recorded in paragraph A 1.

# SECTION B: FOR OFFICIAL USE BY THE POLICE STATION WHERE THE NOTIFICATION IS RECEIVED

#### 1. Province

The name of the province where the police station is situated (for example, Gauteng) must be recorded in paragraph B 1.

#### 2. Area

The name of the area where the police station is situated (for example, Pretoria) must be recorded in paragraph B 2.

## 3. Police station

The name of the police station where the notification was received (for example, Brooklyn) must be recorded in paragraph R 3

# 4. Component code

# 5. General firearm transactions register number

The annual serial number in the general firearm transactions register allocated to the notification (for example, 135/2002) must be recorded in paragraph B 5.

# SECTION C: PARTICULARS OF THE HOLDER OF THE LICENCE, PERMIT, CERTIFICATE OR AUTHORIZATION

## 1. NATURAL PERSON'S DETAILS

## 2. Type of identification (Indicate with an X)

# 2.1 SA ID/Passport number/Non-SA citizen with permanent\* residence

The licence, permit, certificate or authorization holder's type of identity/passport number must be indicated with an X in paragraph C 2.

\* In case of a non-SA citizen proof of permanent residence must be submitted.

# 3. Identity number of natural person

The identity number of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 3.

## 4. Passport number of natural person

The passport number of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 4.

#### 5. Surname

The surname of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 5.

#### 6. Initials

The initials of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 6.

#### 7. Full names

The full names of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 7.

## 8. Residential address

The physical address where the holder of the licence, permit, certificate or authorization resides, must be recorded in paragraph C 8.

#### 9. Postal code

The postal code of the licence, permit, certificate or authorization holder's residential address must be recorded in paragraph C 9.

#### 10. Postal address

The postal address of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 10.

#### 11. Postal code

The postal code of the licence, permit, certificate or authorization holder's postal address must be recorded in paragraph C 11.

# 12. Telephone number

- **12.1 Home:** The holder of the licence, permit, certificate or authorization's home telephone number, including the dialling code, (for example, (012) 667 1923) must be recorded in paragraph C 12.1.
- **12.2 Work:** The holder of the licence, permit, certificate or authorization's work telephone number, including the dialling code, (for example, (011) 577 5913) must be recorded in paragraph C 12.2.

# 13. Cellphone number

The cellphone number (if applicable) of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 13.

## 14. Fax

The fax number, including and area dialling code, of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 14.

# 15. E-mail address

The e-mail address (if applicable) of the holder of the licence, permit, certificate or authorization must be recorded in paragraph

## 16. JURISTIC PERSON'S DETAILS

# 17. OTHER BODIES

# 18. Registered company name

The registered company name of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 18.

# 19. Trading as name

The trading as name of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 19.

#### 20. FAR number

The registration number of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 20.

#### 21. Postal address

The postal address of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 21.

## 22. Postal code

The postal code of the holder of the licence, permit, certificate or authorization's postal address must be recorded in paragraph C 22.

## 23. Business address

The physical address where the holder of the licence, permit, certificate or authorization conducts business must be recorded in paragraph C 23.

#### 24. Postal code

The postal code of the business address of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 24.

## 25. Business telephone number

25.1 Work: The licence, permit, certificate or authorization holder's work telephone number, including the dialling code, (for example, (011) 577 5913) must be recorded in paragraph C 25.1.

## 25.2 Fax

The fax number, including the dialling code, of the holder of the licence, permit, certificate or authorization (for example, (012) 667 1923) must be recorded in paragraph C 25.2.

# 26. E-mail address

The e-mail address (if applicable) of the holder of the licence, permit, certificate or authorization must be recorded in paragraph C 26.

# 27. RESPONSIBLE PERSON'S DETAILS

# 28. Responsible person (Name and surname)

The responsible person's name and surname must be recorded in paragraph C 28.

# 29. Type of identification (Indicate with an X) SA ID/Passport number

The responsible person's type of identity/passport number must be indicated with an X in paragraph C 29.

## 30. Identity number of responsible person

The responsible person's identity number must be recorded in paragraph C 30.

# 31. Passport number of responsible person

The responsible person's passport number must be recorded in paragraph C 31.

# 32. Cellphone number

The responsible person's cellphone number (if applicable) must be recorded in paragraph C 32.

#### 33. Physical address

The physical address where the responsible person resides, must be recorded in paragraph C 33.

## 34. Postal code

The postal code of the responsible person's physical address must be recorded in paragraph C 34.

#### 35. Postal address

The postal address of the responsible person must be recorded in paragraph C 35.

#### 36. Postal code

The postal code of the responsible person's postal address must be recorded in paragraph C 36.

# SECTION D: DETAILS OF INCORRECT LICENCE, PERMIT CERTIFICATE OR AUTHORIZATION

 The type and number of the licence, permit, certificate or authorization and the date on which it was issued must be recorded in paragraph D 1.

### 2. OTHER INFORMATION

### 2.1 Description of incorrect information

A description of the incorrect information on the licence, permit, certificate or authorization must be recorded in paragraph D 2.1.

## 2.2 Description of correct information

A description of the correct information on the licence, permit, certificate or authorization must be recorded in paragraph D 2.2.

# 3. Incorrect firearm particulars

# 3.1 Type

The type of the firearm must be recorded in paragraph D 3.1.

## 3.2 Calibre

The calibre of the firearm must be recorded in paragraph D 3.2.

# 3.3 Make

The make of the firearm must be recorded in paragraph D 3.3.

## 3.4 Model

The model of the firearm must be recorded in paragraph D 3.4.

# 3.5 Barrel serial number

The barrel serial number must be recorded in paragraph D 3.5.

# 3.6 Make

The make of the barrel must be recorded in paragraph D 3.6.

# 3.7 Frame serial number

The frame serial number must be recorded in paragraph D 3.7.

# 3.8 Make

The make of the frame must be recorded in paragraph D 3.8.

# 3.9 Receiver serial number

The receiver serial number must be recorded in paragraph D 3.9.

# 3.10 Make

The make of the receiver must be recorded in paragraph D 3.10.

### 4. Correct firearm particulars

#### 4.1 Type

The type of the firearm must be recorded in paragraph D 4.1.

## 4.2 Calibre

The calibre of the firearm must be recorded in paragraph D 4.2.

#### 4.3 Make

The make of the firearm must be recorded in paragraph D 4.3.

#### 4.4 Model

The model of the firearm must be recorded in paragraph D 4.4.

#### 4.5 Barrel serial number

The barrel serial number must be recorded in paragraph D 4.5.

#### 4.6 Make

The make of the barrel must be recorded in paragraph D 4.6.

#### 4.7 Frame serial number

The frame serial number must be recorded in paragraph D 4.7.

#### 4.8 Make

The make of the frame must be recorded in paragraph D 4.8.

#### 4.9 Receiver serial number

The receiver serial number must be recorded in paragraph D 4.9.

### 4.10 Make

The make of the receiver must be recorded in paragraph D 4.10.

# 5. DECLARATION OF REPORTING PERSON

I am aware that it is an offence in terms of the Firearms Control Act, 2000 (Act No 60 of 2000), to make a false statement in this notification.

# SECTION E: SIGNATURE OF REPORTING PERSON

(Sign only if applicable)

# 1. Name of reporting person in block letters

The initials and surname (in block letters) of the reporting person who submit the notification must be recorded in paragraph E 1.

# 2. Date

The date on which the reporting person submits the notification must be recorded in paragraph E 2.

# 3. Signature of reporting person

The signature of the reporting person must be recorded in paragraph E 3, in the presence of the police official.

## 4. Place

The city/town where the reporting person submits the notification must be recorded in paragraph E 4.

**SECTION F:** (This section must only be completed if the reporting person cannot read or write.)

# 1. The right index fingerprint of reporting person

The index fingerprint of the reporting person's right hand must be taken by the police official in paragraph F 1, in the presence of a

witness and may not exceed the border. If the reporting person does not have a right index fingerprint, the index fingerprint of the left hand must be taken.

## 2. Fingerprint designation

The designation of the fingerprint (for example, right index fingerprint). must be recorded in paragraph F 2.

#### 3. Date

The date on which the reporting person's fingerprint was taken must be recorded in paragraph F 3.

#### 4. Name of reporting person in block letters

The initials and surname (in block letters) of the reporting person who submit the notification must be recorded in paragraph F 4.

#### 5. Place

The city/town where the reporting person submit the notification must be recorded in paragraph F 5.

# 6. PARTICULARS OF POLICE OFFICIAL DEALING WITH NOTIFICATION

# 6.1 Name of police official in block letters

The initials and surname (in block letters) of the police official who deals with the notification must be recorded in paragraph F 6.1.

# 6.2 Persal number of police official

The SAPS Persal number of the police official who deals with notification must be recorded in paragraph F 6.2.

#### 6.3 Rank of police official in block letters

The rank (in block letters) of the police official who deals with the notification must be recorded in paragraph F 6.3.

# 6.4 Signature of police official

The signature of the police official who deals with the notification must be recorded in paragraph F 6.4.

## 7. PARTICULARS OF WITNESS

# 7.1 Name of witness in block letters

The initials and surname (in block letters) of the witnessing police official must be recorded in paragraph F 7.1.

## 7.2 Persal number of witness

The SAPS Persal number of the witnessing police official must be recorded in paragraph F 7.2.

# 7.3 Rank of witness in block letters

The rank (in block letters) of the witnessing police official must be recorded in paragraph F 7.3.

## 7.4 Signature of witness

The signature of the witnessing police official must be recorded in paragraph F. 7.4.

# SECTION G: PARTICULARS OF INTERPRETER

(This section must only be completed if the reporting person cannot read or write or does not understand the contents of this form.)

## 1. Name and surname of interpreter

The name and surname of the person who interprets the contents of the notification form to the reporting person must be recorded in paragraph G 1.

# 2. Identity/Passport number of interpreter

must be recorded in paragraph G 16.

The identity/passport number of the interpreter must be recorded in paragraph G 2.

#### 3. Residential address

The physical address where the interpreter resides must be recorded in paragraph G 3.

#### 4. Postal code

The postal code of the interpreter's residential address must be recorded in paragraph G 4.

#### 5. Postal address

The postal address of the interpreter must be recorded in paragraph G 5.

## 6. Postal code

The postal code of the interpreter's postal address must be recorded in paragraph G 6.

## 7. Telephone number

- 7.1 Home: The interpreter's home telephone number, including the dialling code, (for example, (012) 667 1923) must be recorded in paragraph G 7.1.
- 7.2 Work: The interpreter's work telephone number, including the dialling code, (for example, (011) 577 5913) must be recorded in paragraph G 7.2.

# 8. Cellphone number

The cellphone number (if applicable) of the interpreter must be recorded in paragraph G 8.

## Fax

The interpreter's fax number, including the area dialling code, must be recorded in paragraph G 9.

## 10. E-mail address

The e-mail address (if applicable) of the interpreter must be recorded in paragraph G 10.

## 11. Interpreted from (language)

The language from which the notification form was interpreted and the language to which it was interpreted and which is understandable to the reporting person (for example, English to Zulu) must be recorded in paragraph G 11.

# 12. Date

The date on which the interpreter assists the reporting person must be recorded in paragraph G 12.

# 13. Signature of interpreter

The signature of the interpreter who assists the reporting person who cannot read or write or does not understand the document must be recorded in paragraph G 13.

## 14. Place

The place where the interpreter assists the reporting person must be recorded in paragraph G 14.

# 15. Rank of police official in block letters (if applicable)

If the interpreter is a police official, his/her rank (in block letters) must be recorded in paragraph G 15.

# 16. Persal number of police official (if applicable)

If the interpreter is a police official, his/her SAPS Persal number

# SECTION H: PARTICULARS OF THE DESIGNATED FIREARMS OFFICER/STATION COMMISSIONER

### Name of Designated Firearms Officer/Station Commissioner in block letters

The initials and surname (in block letters) of the Designated Firearms Officer/Station Commissioner who signs the notification must be recorded in paragraph H 1.

#### 2. Date

The date on which the Designated Firearms Officer/Station Commissioner signs the notification must be recorded in paragraph H 2.

# 3. Rank of Designated Firearms Officer/Station Commissioner in block letters

The rank (in block letters) of the Designated Firearms Officer/ Station Commissioner who signs the notification must be recorded in paragraph H 3.

#### 4. Place

The city/town where the Designated Firearms Officer/Station Commissioner signs the notification must be recorded in paragraph H 4.

# 5. Signature of Designated Firearms Officer/Station Commissioner

The signature of the Designated Firearms Officer/Station Commissioner who signs the notification must be recorded in paragraph H 5.

# 6. Persal number of the Designated Firearms Officer/Station Commissioner

The SAPS Persal number of the Designated Firearms Officer/ Station Commissioner who signs the notification must be recorded in paragraph H 6.