

## Customer Information

### Submitting an application for a licence to operate a shooting range for civilian use

#### ÁNYK forms included in the Information

Case group: Civilian firearms administration

Identifier	Title of form
RI-0623	Engedélykérelem polgári rendeltetésű lőtér üzemeltetéséhez
	Application for a licence to operate a shooting range for civilian use

**This information is effective as of 31 May, 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 XXIV of 2004 on firearms and ammunition (hereinafter referred to as Arms Act)  
[http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=83823.323256](http://njt.hu/cgi_bin/njt_doc.cgi?docid=83823.323256)
3. 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)
4. 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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=86434.329877)
5. Government decree 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)
6. Decree of the Ministry of Interior 49/2004. (VIII.31.) on shooting ranges, the storage of firearms and ammunition by the authorities and the theoretical and practical requirements of the possession of firearms  
[http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=84517.328286](http://njt.hu/cgi_bin/njt_doc.cgi?docid=84517.328286)
7. Decree of the Ministry of Interior 50/2004. (VIII. 31.) on the administrative service fees for examinations on the knowledge of weapons, examinations on the distribution of weapons, the storage of firearms and ammunition by the authorities and authorising activities relating to weapons and ammunition (hereinafter referred to as D.)  
[http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=84536.328287](http://njt.hu/cgi_bin/njt_doc.cgi?docid=84536.328287)
8. 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

Operating a shooting range is permitted to sports associations, business entities or branches of business enterprises having their registered seat in another country which is a party to the Agreement on the European Economic Area, recorded or registered in Hungary.

## **Submitting the application**

The application for the licence to operate a shooting range for civilian use must be submitted to the relevant police department of the location of the shooting range; in Budapest, the Budapest Police Headquarters.

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

The administration service fee payable for the application for the licence to operate the shooting range shall be HUF 50,000.

The administrative service fee is payable to the appropriation allocation bank account held by the relevant county police headquarters in charge of the police department initially involved; in Budapest, the Budapest Police Headquarters. The payment must be effected not later than on the business day following the receipt of the registration number issued by the relevant authority. In the description of the payment the reason of the payment (*engedélykérelem polgári rendeltetésű lőtér üzemeltetéséhez* – application for requesting a licence to operate a shooting range for civilian use) together with the registration number of the case (registration number: 'RZSEIR' registration number indicated in the communication sent by the document management system of the Police to the applicant's Customer Gateway storage space) must be indicated.

The bank account numbers are contained in Appendix 2 of R.

## **Annexes to be attached to the application in .pdf format**

(The .pdf appendix attached to the form is accepted by the authorities only if the full content of the original paper-based document is clearly legible.)

1. Stating the type of the shooting range: temporary field shooting range, permanent field shooting range, built-in shooting range;  
*[Field shooting range : With few buildings, mostly with natural bullet stops  
Built-in shooting range: With a few superstructures (eg indoor shooting niches, built-in bullet stops, signal stations)  
Built-in enclosed shooting range: eg.cellar shooting range]*
2. Location (placement) of the shooting range, exact address, plot display of the shooting range, adjacent ground parts depicted in the plot;
3. Marking each shooting track according to
  - what caliber and category of firearm or museum weaponand
  - what purpose (workout, competition, training, weapon shooting, skeet, trap, disc hunter, running shooting, point, etc.)the shooting range will be used for.
4. In case the applicant is not the owner of the area concerned to the operation of the shooting range, the contribution of the owner of the concerned area
5. A valid liability insurance contract for operating the shooting range as a hazardous operation
6. Judicial armed forces opinion (hazard area)

7. Proof of payment in the case of advance payment of administrative service fee.
8. **In Word format:** Shooting Range Rules (Annex 3 to Regulation)
9. **The application may be accompanied by:**  
**Judicial expertise on noise protection, which states in actual meters the distance from the area affected by environmental noise emission beyond the boundary of the firing range, taking into account the nature of the firearms, the caliber, the firing lines and the purpose of use.**
  - In the procedure, in accordance with the sectoral legislation [Kr. 5 / B. § (4)], apart from the applicant, further customers are: the owner of the property on the impact area of the shooting range, as well as the person whose property rights of the estate are registered in the real estate register.
  - Area of impact: the plot including the shooting range and X meters from its boundary (as determined by the expertise)

The applicant may attach the expertise, in which case it is not necessary to appoint an expert in the procedure (procedural costs, administrative time limit).

### **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, and that upon the site inspection carried out, the shooting range has met the requirements set forth in D., and furthermore, there are no grounds against the applicant in the Arms Act for refusal of granting the licence, the authority shall grant the licence to operate the shooting range in a form of a decision. The Police shall then send the applicant the electronically certified copy of the decision (licence). During the procedure no personal appearance is required when taking receipt of the permit.