

## Customer Information

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

#### ÁNYK (General Form Completion Program) form 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 1 January, 2018.**

#### 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)
9. 9. Decree of the Ministry for National Economy 22/1991 (XI. 15.) on the medical requirements and examination for acquiring and possessing small arms, ammunition; and gas and alarm weapons [http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=15256.338362](http://njt.hu/cgi_bin/njt_doc.cgi?docid=15256.338362)

#### 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 D.

## **Attachments to be added to the application submitted in pdf files**

- items as stipulated in Section 2 of D., furthermore, the expert opinion by a firearms and expert on the shooting range area of danger;
- shooting range safety rules and regulations (Appendix 3 of D.);
- valid liability insurance.

## **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.