

Serial No

FOR OFFICE USE



APPLICATION FOR RENEWAL OF LICENCE FOR PISTOL / REVOLVER ISSUED  
FOR SELF DEFENCE 2023

**Instructions**

- One application per one firearm must be completed.
- If residence has changed, a Grama Niladhari certificate should be submitted to prove it.
- If over 65 years of age, a medical certificate completed according to Format H should be submitted to prove fitness. (download from www.defence.lk)
- A copy of the National Identity Card and the latest licence should be submitted.
- For licence fees / fines, "the name of the person / institution, purpose of deposit" should be mentioned and the amount credited to the account number "0007040119" of the Bank of Ceylon Taprobane Branch in the name of Secretary, Ministry of Defence. The original copy of the receipt should be attached to the application.
- The duly completed application along with the receipt should be taken to the Civil Security and Development Division outlet at the main entrance of the Defence Headquarters Complex or sent to the "Additional Secretary (Civil Security and Development Division), Ministry of Defence, Defence Headquarters Complex, Sri Jayewardenepura, Kotte" by registered post.
- A color photo of 3cmx2.5cm size should be pasted.

3cmx2.5cm  
colour  
photograph of  
the Applicant

**Part (I)**

## Personal information of the applicant

- i. Name:- .....
- ii. Permanent address:- .....
- iii. Occupation:-.....
- iv. Sex:- .....
- v. Telephone number:- Residence:-..... Mobile:- .....
- vi. Email address:-.....
- vii. N.I.C. No :- .....
- viii. Date of birth :- .....
- ix. District : .....
- x. Divisional Secretary Division : .....
- xi. Grama Niladhari Division and Number : .....
- xii. Police Division : .....

(02) Has the applicant been prosecuted or convicted by a Court of Law during the previous year?  
Provide details.

Name of the court	Offence	Nature of the case/Verdict

- (03) Particulars of the firearm currently in your possession:-
- i. Nature of the weapon: - revolver/ automatic pistol
  - ii. Make and Number: -  
.....
  - iii. Do you have any other firearms? Provide details:  
.....
  - iv. If licence has not been obtained for the preceding year, reason:- .....
  - v. The year for which the last license was obtained, its number and date:- .....

Date:...../...../ 20 .... .....

Signature of the Applicant

**Part (II)**

Police Clearance Report (from the police area where the applicant resides)

- 1) There are no criminal records against the applicant. The following crimes have been reported.  
.....
- 2) The applicant does not have a physical or any other disability that prevents the use of a firearm. The applicant has a physical or other disability that prevents the use of a firearm.  
.....
- 3) Has the applicant / any occupant living in his/her house been involved in terrorist activities?  
.....
- 4) The applicant was personally called to the police station in the area of jurisdiction and the firearm was inspected and the information was correct / incorrect.
- 5) I recommend the application/ I do not recommend the application for the following reasons.  
.....  
.....

Date:..... .....

OIC / Chief Inspector of Police

I agree / disagree with the OIC's recommendation above.

Date:..... .....

SSP/SP

**Part (III)**

**For Office Use**

The information in the application form was checked and included in the documents. I submit the application for approval. Licence Fees / Fine have been Paid.

Amount: Rs..... Receipt No : .....

Date : ..... .....

Subject Clerk

I do/do not approve the renewal of the licence for the pistol / revolver No .....

Date:..... .....

Additional Secretary/ Senior Assistant Secretary