

OFFICE OF DISTRICT MAGISTRATE, MANDI

A. Documents required for Arms License for purpose of self, crop & cattle protection.

1. Prescribed application on form A-1
2. S.H.O. report on form S-4 (for official use)
3. Weapon handling certificate/Training certificate issued by authorized agency (for official use)
4. Medical Certificate on prescribed form on form S-3 by medical practitioner
5. H.P. Bonafide certificate of applicant
6. Character certificate issued by Magistrate, Class-I at the time of issuance of Arms License.
7. Aadhar card (compulsory), Address proof & Age proof
8. Standard format of undertaking for safe storage of firearms by applicant on form S-2
9. Reason or grounds on which arms license for purpose of self-protection is required (only in new-fresh cases). Detail of land alongwith Jamabandi etc. if arms license required for purpose of crop protection.

As a transfer case, the licensing authority may grant a Licence

(a) after the death of the licensee, to his legal heir; or

(b) in any other case, on the licensee attaining the age of seventy years or on holding the firearm for twenty five years, whichever is earlier, to any legal heir nominated by him.

For this purposes, 'legal heir' includes husband, wife, son, daughter, son-in-law, daughter-in-law, brother, sister and grand-children of the licensee or the deceased licensee.

B. Additional documents required in transfer case on account of death of licensee

1.	Death certificate of licensee
2.	Weapon deposit certificate
3.	Copy of arms license
4.	Reason for delay in depositing the weapon & applying late for the transfer (if delayed).
5.	Standard Legal heir certificate
6.	No objection certificate in a shape of affidavit/undertaking of all the legal heirs for the transfer of firearms in favour of applicant. In case, the legal heir is minor then no objection be presented through the natural guardian. Please mention the details of license i.e. name of licensee, arms license number, date of issue, purpose of license issued for, weapon type with number, validity of license etc. in the affidavit/undertaking.
7.	Affidavit/undertaking of applicant to whom license/weapon is to be transferred on the ground that he keeps the knowledge to handle the weapon, will not misuse it in future & will be abide under the provision contained in Arms Act 1959 & Rules, 2016. Please mention the details of license i.e. name of licensee, arms license number, date of issue, purpose of license issued for, weapon type with number, validity of license etc. in the affidavit/undertaking.

C. Additional documents required in transfer case on account of age more than 70 years

1.	Date of birth certificate of licensee
2.	Copy of arms license
3.	Affidavit/undertaking of applicant to whom license/weapon is to be transferred on the ground that he keeps the knowledge to handle the weapon, will not misuse it in future & will be abide under the provision contained in Arms Act 1959 & Rules, 2016. Please mention the details of license i.e. name of licensee, arms license number, date of issue, purpose of license issued for, weapon type with number, validity of license etc. in the affidavit/undertaking.
4.	Affidavit/undertaking of licensee that he is transferring the weapon to one of his legal heir (i.e. applicant) on his own will and have not been forced or coerced to transfer the firearms. In future, he shall not claim/apply for an arms license. Please mention the details of license i.e. name of licensee, arms license number, date of issue, purpose of license issued for, weapon type with number, validity of license etc. in the affidavit/undertaking.

D. Documents required in transfer case on account of reason for holding the firearms more than 25 years

1.	Copy of arms license
2.	Affidavit/undertaking of applicant to whom license/weapon is to be transferred on the ground that he keeps the knowledge to handle the weapon, will not misuse it in future & will be abide under the provision contained in Arms Act 1959 & Rules, 2016. Please mention the details of license i.e. name of

	licensee, arms license number, date of issue, purpose of license issued for, weapon type with number, validity of license etc. in the affidavit/undertaking.
3.	Affidavit/undertaking of licensee that he is transferring the weapon to one of his legal heir (i.e. applicant) on his own will and have not been forced or coerced to transfer this. In future, he shall not claim/apply for an arms license. Please mention the details of license i.e. name of licensee, arms license number, date of issue, purpose of license issued for, weapon type with number, validity of license etc. in the affidavit/undertaking.

Check list for the renewal of Arms License on form No. III

1. License holders are advised to get the prescribed renewal form A-3 (as per new Arms Rules, 2016) available in this office. Application submitted on other formats are not admissible.
2. Weapon inspection be made on the form by Grade-I/Grade-II Superintendent at District Headquarters Mandi (including Supdt. G-II Sub Div. Sadar Mandi) & Naib Tehsildar/Tehsildar/Sub Divisional Magistrate concerned as authorized by this office. The said officers/officials along with the dealing assistant are also authorized to forward the application on prescribed format on Form No. S-4 to SHO concerned for character verification.
3. License holders are required to get their character verification report from concerned police station only on prescribed form S-4. Character verification report submitted on other formats e.g. on the back side of Panchayat Pradhan/member reports etc. will not be accepted.
4. An application for renewal of a licence for arms or ammunition shall be filed in the above prescribed form at least sixty days prior to the expiry of the said licence with the licensing authority along with the documents mentioned above. If an application for renewal for a licence in Form III is made within one month from the date on which the licence expires, no late fee may be leviable.
5. License holders are also advised to appear personally in this office for updating photo, signatures etc. in the newly started NDAL/ALIS online software/portal.