Instructions for completing SAPS form

1) Only complete sections indicated with blue arrow and not crossed out. Those areas are as follows:

E. Particulars of Applicant

F. Particulars of Current Owner of the Firearm(s)

G. Import and/or Export Details (do not enter line 7 as line 8 is applicable)

I. Details of Firearms (ok to list more than one, especially if uncertainty as to which one will be taken). Note barrel serial number should be same as rifle serial number and will need to be etched/inscribed on the barrel.

J. Signature – last item unless M is applicable.

M. (as applicable) Parental Consent in case of a minor

2) Change font size to 8 and font type to Times New Roman, Arial, or Calibri (body)

3) Everyone should use passport number NOT identity number

4) SURNAME = Last name

5) after filling in the applicable blanks, save as “Last name first name\_SAPS”, for example, “DoeJohn\_SAPS”

6) Email completed form to your team adjutant.

7) If unable to fill in the blanks, print and use LEGIBLE block letters to complete. Then scan completed form back in and email to your team adjutant.