

# Notice of historical re-enactment or ceremonial firearms event

## Arms Act 1983, Sections 29(2)(e), 30B(3), and 31

1. A person or organisation planning to hold a ceremonial or historical re-enactment event or production should use this form to advise Police of the proposed event.
2. As a matter of public safety, every production should be notified to a member of Police, including events where only non-prohibited firearms will be used. There must be a person (a society or organisation member) appointed as the supervising armourer for each production event who will assume overall responsibility for the safe use and control of the firearms involved.

**Note:** This person will need to be issued with a theatrical armourer (on-site supervision) endorsement by the addition of conditions to their endorsements under regulation 22A.

3. Police encourage applicants to use this form to include the use of any replica and airsoft firearms that will be used in the ceremonial or historical re-enactment event or production. Whilst this is not a legal requirement, it is good practice and allows the event to be logged with Police and reduces the risk of triggering public alarm.
4. Where the production involves pistols, prohibited firearms and magazines or restricted weapons, the supervising armourer must have a firearms licence endorsed under section 30(1)(c) and/or 30B(3). The endorsement(s) must specify that:
  - a. arms items may be handled at sites other than the licence holder's dwelling (firearms licence) or place of business (dealer's licence), as the circumstances may require
  - b. the carriage of firearms to theatrical performances is permitted.
5. The supervising armourer must be competent to supervise theatrical performances of the scale and type for which permission is sought.
6. The supervising armourer needs only to provide notice of a living history or ceremonial event once per event, even where it runs for several days.
7. The following conditions will be noted in all notice acknowledgement responses. That the supervising armourer will:
  - a. provide timely information to Police regarding any changes to location, dates of the production and types of arms items to be used in the living history event; and
  - b. give prior advice to the District Command and Communication Centre for each day that a production involving arms items, simulated gun fire and explosions which the public may see or hear is due to occur.
8. The member of Police reviewing that the notification is in order needs to be satisfied that:
  - a. the on-site supervising theatrical armourer holds the required endorsements upon their firearms licence, and has the appropriate on-site armourer conditions upon those endorsements issued under regulation 22A, and
  - b. the theatrical organisation staging the event is an organisation described in the Arms Act 1983 s29(2)(e), and
  - c. the secure storage of arms items in transit to and from the event, as well as at the event location in respect of which the notice is given and approval is sought, will meet the requirements of regulations 19 and 28, and
  - d. the secure storage of blank ammunition (Hazard Class 1) in transit to and from the event, as well as at the event location in respect of which the notice is given and approval is sought will meet the safe working standards prescribed by WorkSafe NZ, and be compliant with New Zealand law pertaining to handling pyrotechnics, ammunition, propellant powder etc. including the:
    - i. Health and Safety at Work Act 2015;
    - ii. Health and Safety at Work (General Risk and Workplace Management) Regulations 2016;
    - iii. Health and Safety at Work (Hazardous Substances) Regulations 2017;
    - iv. Hazardous Substances (Fireworks) Regulations 2001;
    - v. Outdoor pyrotechnic display compliance certificate.

The information provided is collected for the purpose of administration of the Arms Act 1983. NZ Police will hold, store, use or disclose the personal information collected in accordance with the provisions of the Privacy Act 2020. This means that, where necessary, NZ Police may use or disclose your personal information to enable it to carry out its lawful functions, including prevention, detection, investigation and prosecution of offences. Please refer to the 'How we manage personal information' section of the Police website for more information.

### Section A: Supervising armourer details

Last name	<input type="text"/>	First name	<input type="text"/>
Firearms licence number <i>(if applicable)</i>	<input type="text"/>	Endorsements held <i>(if applicable)</i>	<input type="text"/>
Business name <i>(if applicable)</i>	<input type="text"/>	Email	<input type="text"/>
Phone: mobile <i>(at least one)</i>	<input type="text"/>	Phone: home	<input type="text"/>

### Section B: Details of the host society organising and conducting the event

Where there is more than one society involved in the event, provide the details of the host society below, and provide the names of the any other societies involved in the event on a separate sheet, noting this section reference. Scan and submit the separate sheet(s) as an attachment with this application.

Society name

**Name of contact person (President or Secretary)**

Last name	<input type="text"/>	First name	<input type="text"/>
Firearms licence number <i>(if applicable)</i>	<input type="text"/>	Email	<input type="text"/>

## Section C: Details of the historical re-enactment or ceremonial event

Event name

Event hosting organisation (if not the organisation described in Section B)

Is the event a non-commercial or commercial activity?

Non-commercial  Commercial

**Describe the nature and scope of the event (including the extent of blank fire and other loud noise, and an overview of the nature of firearms or replicas that will be used)**

Primary activity

Secondary activity or activities (if applicable)

**Where and when will the event take place**

**Location and physical address**

Number and Street address

Suburb

Town/City

Map and grid reference (if applicable)

**Describe your "stage" area**

Use Google maps (satellite or terrain view) or LINZ topographic map and additional pages to describe and show the stage area as appropriate. Include photos if these help to describe the stage.

**Date(s) for the event** (Cover the time period when firearms will be at the location for rehearsals, the event and post event activities)

Commencement date

Closing date

Alternate (rain) date

Alternate closing date

**Details of armourers and/or safety supervisors who will work at the living history event under your direction**

First name

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Last name

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Firearms licence number

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

If more staff will be assisting than can be listed here, please include details in a separate sheet. Scan and submit the list as an attachment with this application.

## Section C: continued...

**If applicable** If you are coordinating an event where several historical re-enactment or living history society units will participate, please list them below:

Society or unit name	Society or unit lead armourer's name	Firearms licence number (if applicable)

**If more societies will be attending than can be listed here, please include details in a separate sheet. Scan and submit the list as an attachment with this application.**

Please ensure that each society is aware that they must independently provide details of their attendance at the event.

## Section D: Firearms being used in the historical re-enactment or ceremonial event

Will arms items for use in the historical re-enactment or ceremonial event only be those possessed and used by individual licence holders?

No  Yes

If 'No', please provide full detail of firearms being provided by other suppliers.

(e.g. Name of supplier, types and number of arms items, for use in static display and/or active display)

Please describe as best you can at the time of completing this form, the classes and numbers of arms items that you expect your society/unit will be using for the event.

1. This list must be a summary of the arms items you expect members to make available on site at the event

2. If you have a spreadsheet or other list of arms items, this can be attached to this notice of historical re-enactment or ceremonial event in place of answering this question.

Class or Arms Item	Quantity	Class or Arms Item	Quantity
Non-prohibited firearms (rifles and shotguns)		Prohibited magazines	
Pistols		Airguns	
Restricted weapons		Pistol carbine conversion kits	
Prohibited firearms		Air pistol carbine conversion kits	
Non-prohibited magazines		Replica firearms (all types including airsoft)	

## Section E: Event firearms security

This section can be addressed by including a copy of your society's standing security instructions with your application. Where society members or members of other living history societies are providing their own arms items, please provide a copy of any security instruction information being provided to them.

**Please describe the security provisions you and participant persons are required to implement for all firearms, pistols, pistol carbine conversion kits, restricted weapons, prohibited firearms, prohibited magazines, blank ammunition etc. when being transported to and from the event location. All described security must meet the requirements of regulations 19 and 28.**

**Note: please also describe how you will ensure no live ammunition is brought to the event.**

## Section E: *continued...*

Please describe the security provisions available at, or to be installed at, the event location to secure all firearms, pistols, pistol carbine conversion kits, restricted weapons, prohibited firearms, prohibited magazines, blank ammunition etc. during the event.

- Include information about security for arms items being displayed, management of the display, and public access for static displays
- Security for static display items when the unit is engaged in an active living history re-enactment
- Separately detail the storage and security for supplies of blank ammunition

### **NOTE: Security must be appropriate for each class of arms items**

Where the society will be providing a static display including firearms, please describe the measures to be taken to secure items against opportunistic theft; and to ensure pistols, restricted weapons and prohibited items are inactive when being displayed. This can be a copy of your society standing instructions for display security.

Where the society will be performing an active re-enactment display, you must provide details of your safety plans to ensure the safety of the observing public audience and participating society members. This can be a copy of your society's standing safety guidelines and instructions, and include the plan and processes to deal with misfires or jammed firearms.

*Only answer if items to remain in location overnight*

**Please describe the security provisions available at, or to be installed at, the event location to secure all firearms, pistols, pistol carbine conversion kits, restricted weapons, prohibited firearms, prohibited magazines, blank ammunition etc. when the event runs for 2 or more days.**

- Include information about racks, cabinets or strong room, access control measures and locks
- Indicate the estimated number and types of firearms to be held there
- Separately detail the secure storage for supplies of ammunition

### **NOTE: Security must be appropriate for each class of arms items**

## Section F: Declaration

Please read the following statements and show your acceptance by ticking each box.

- The information I have supplied for this application is true and correct.
- The society will not take any live ammunition to, or display at the event. During this event the society will not use any live ammunition during active re-enactment battle displays or war gaming.
- I consent to the Police making inquiries and authorise any person or organisation approached by the Police in this matter to release or disclose relevant information.

Date of application

Signature

Applicant's signature

## Section G: Police use only

### Arms staff please read and complete the following:

- I confirm that I have reviewed the notice of historical re-enactment or ceremonial event, and
- I have inspected the event security precautions, and
- I have made any other enquiries as I have considered to be necessary (detailed in the Job Sheet following).

Member of Police notes:

Any issues identified on review: No  Yes

Basis for decision:

Conditions that should be adhered to for safe running of this event:

Acknowledgement number

Full name

QID

Designation

Date

[Large empty rectangular area for job sheet content]

Police employee name	<input type="text"/>	QID	<input type="text"/>
Designation	<input type="text"/>	Date	<input type="text"/>

## Section H: Additional comments

This space is for any additional comments you wish to add or to continue your answers to questions in this form.