ASANSOL-DURGAPUR POLICE COMMISSIONERATE

Arms License Section

Procedure for Applying of a New Arms License:

1) Submit the Application to office of the Commissioner of Police, Asansol-Durgapur Police Commissionerate at Licence Section at 5, Evelyn Lodge, Kumarpur, G.T Road, West, Asansol, West Bengal Pin: 713304 in Prescribed Form (Form A1). Copy of Proof of Identity (Aadhar) and Proof of Age, Nationality, Residence, PAN Card, EPIC card, Tax Returns etc. shall be submitted along with the application form. In absence of Aadhar card other documents may be accepted by the licensing Authority as proof of Identity provided an Affidavit (Please see Rule 11 of Arms Rule 2016) in original is filed as specified in Arms Rule 2016. Form for medical fitness certificate (Form S 3) and undertaking in Form S 2 and 4 copies of recent passport size coloured photograph in white back ground shall also be submitted will the application.
2) Local PS and Special Branch, ADPC will contact the applicant for inquiry and submits its reports through the Zonal DCP.
3) Competent Authorities of Asansol-Durgapur Police Commissionerate make through assessments regarding threat based requirements of the arms by the applicant, capabilities of use and safe handling of the arms by the applicant, Physical fitness of the applicant for capabilities of handling the arms, background, Antecedent etc and decision is taken accordingly.
4) If the application is considered and granted by the competent authority then documents uploaded in NDAL -ALIS (National Database on Arms Licenseand Arms License Issuing System) and generation of Unique Identification Number (UIN) and Arms Licence issued in electronic format thereafter manually. . The form is available at Asansol-Durgapur Police Commissionerate Website.

Procedure for Applying of a New Arms license by Companies and Banks:

1) Submit the Application to office of the Commissioner of Police, Asansol-Durgapur Police Commissionerate at 5,Evelyn Lodge, Kumarpur, G.T Road, West, Asansol, West Bengal Pin: 713304 at License Section ADPC in Prescribed Form (Form A2) with all supporting documents.
2) Local PS and Special Branch , ADPC will contact you for verification.
3) On receipt of Police Reports decision is taken by competent Authority.
4) For Retainers Application, please submit application in Form B 3.

Procedure for Applying for transfer of License under Heirloom Considerations:

If the License is Alive:

1) The Licensee shall apply for transfer of the license to his/her legal.
2) The License shall also make an affidavit before a first class magistrate regarding his wish to transfer of the license to the particular legal heir of the licensee also (This is required by the Licensing authority in case of unfortunate death of the license while the application is pending).
3) The Legal heir shall at the same time, submit application in prescribed form (as in case of a new license) along with documents noted above.
4) Rest procedure has described in the forgoing paragraph.

If the License is Dead:

1) One Legal heir shall submit application in prescribed form (as in case on new license) along with attested death certificate of the licensee and other documents noted above.
2) All other legal heirs shall denounce their claims, either in same or separate affidavit sworn in before a first class Judicial Magistrate.
3) Rest procedure described above.

Procedure for Registration of Licences Issued by Other Licensing Authority:

1) Valid Arms License.
2) Application in prescribed Form (as in case of New License) along with proof of residence, proof of identity and other required documents.
3) Licensing Authority asks for Local Police Report.
4) On receipt of the NOC and Local police Report, decision is taken.
5) UIN shall be mandatory for application for Registration.

Procedure for Renewal of Arms Licences:

1) Please apply for renewal in prescribed form (Form A 3) at least three months before expiry of the license along with photocopy of Proof of Residence and other required documents.
2) If the License is a senior citizen, the competent Authority may verify physical fitness and mental alertness.
3) If required, address and current antecedent may be verified through local PS and Special Branch, ADPC.
4) Please note that holding weapon/ammunition after expiry of license is illegal which may leads to legal proceeding and cancellation of license.
5) For Banks/Companies etc: Please submit application in Form A.
6) These categories of licenses are also liable for prosecution if the weapon(s) is/are hold illegally after expiry of validity of license.

Expired Licences/Failure of Renewal:

1) If the license has already expired, please deposit the gun with a Licensed Gun dealer/Local PS immediately for avoiding illegal holding which is an offence as per provision of Arms Act.
2) Apply for renewal in prescribed form (Form A 3) along with the deposit slip, photocopy of proof of Residence and other required documents.
3) If the License is a senior citizen, the competent authority may verify physical fitness and mental alertness proof.
4) If required address and current antecedent and use of the weapon shall be verified through local PS and Special Branch, ADPC.
5) Please note that holding weapon/ammunition after expiry of license is illegal which may leads to legal proceeding and cancellation of license.
6) If renewal is fail for more than 2 years, the weapon shall be deposited in term of Section 21, the Arms Act. Once it is taken in custody in terms of section 21, the weapon shall be released only on receipt of order of Home Department, Government of West Bengal. This also applies to banks and companies.
7) For banks/Companies etc.: Please submit application in Form A-4. These categories of licenses are also liable to face prosecution if the weapon(s) is / are hold illegally after expiry of validity of license.

Procedure for Sale of Licensed Arms:

1) Please apply for sale permission along with consentletter from the buyer who wishes to buy the gun.
2) Please enclose a photo copy of license of the buyer.
3) If the (Seller) license expired, it has to be renewed before issue of sale permission.
4) If, at any point of time, there is illegal holding due to Non-Renewal of the license, Local Police Report may be required by the Licensing authority to verifyuse/misuse of the gun.
5) On receipt of permission and on completion of sale the license shall submit original license forthwith at Arms License Section, Asansol-Durgapur Police Commissionerate for updating record.

Address for any correspondences of Asansol-Durgapur Police Commissionerate

Office of the Commissioner of Police

Asansol-Durgapur Police Commissionerate

5, Evelyn Lodge, Kumarpur, G.T Road,

West, Asansol,West Bengal Pin: 713304

PBX No: 03412257962 / 03412257961

Phone : 0341-2257260,

E Mail ID: cpadpc@gmail.com