

HOW TO COMPLETE SAPS 520
APPLICATION FOR TEMPORARY IMPORT OF
FIREARMS INTO SOUTH AFRICA

All hunters bringing rifles to South Africa need to complete the SAPS 520 form.

Instructions for Filling in SAPS 520 Form:

1. Black ink must be used to fill in the form. The date format is **YYYY-MM-DD**.
2. The form must be left **unsigned** until the document is finalized in front of the police official issuing the actual permit.

NOTE: If you are forwarding this form to your outfitter to apply for your permit in advance, then there are **two signatures** required on Page 6.

3. Please note that not all sections of the form apply but you must **submit all 8 pages**.

Visitors bringing their own firearms in for hunting purposes should concentrate on filling in the following:

- Page 2: Section D - Temporary import or export permit.
- Page 2: Section E # 1 – 25.4
- Page 4: Section G # 1 - 9.2
- Page 5: Section I # 1 & 2 (Details of fire-arms & ammunition)
- Page 6: Section I # 3 - 5 **(Signature required)**
{Top of page - Declaration by person who is lawfully in possession of the fire-arms(s) up to Declaration of Applicant}
- Page 6: Section J # 1 - 4 **(Signature required)**

Additional Requirements along with the SAP 520 are the following:

Identity and Flight Details:

1. **Requirements:**
 - a. Passport
 - b. Return Airline Ticket
 - c. A copy of your passport detail page.

Other Supporting Documentation:

2. Requirements:

a. Proof of Ownership

Firearm licenses, documentary proof, etc. For US citizens, Customs Declaration Form 4457 (officially stamped) is acceptable.

b. Proof of Export

Documentary proof of export from the country of origin.

c. Invitation Letter from the Hunting Outfitter

This is a supporting letter from the outfitter/company with whom the client will be hunting to include:

- full name of company
- full contact details and address of company
- full name and address of client/non-hunter
- client/non-hunter's passport details
- dates of safari
- type of hunt

Firearms will be physically inspected to ensure the serial number(s) match those of the licenses (proof of ownership) and the application form. Ammunition will also be inspected.

Please insure sufficient time is allowed to go through the temporary importation process and to clear customs if you have a connecting flight.

Firearm / Ammunition Allowances and Specifications:

1. No more than one firearm per caliber and 200 rounds per firearm will be permitted. No ammunition for other calibers will be permitted. An exception to this may apply for shotguns where more than one of the same caliber may be allowed for bird hunting purposes if the client produces on arrival at the SAPS Gun Office an acceptable written motivation as to why more than one is required.
2. Firearms must bear the manufacturer's serial number or any other mark by which the firearm can be identified. The identification number must be stamped and the mark affixed in the prescribed manner on the barrel or the frame or the receiver of the firearm.
3. **Handguns** will be allowed into the country **only for hunting purposes**. Visitors wanting to bring in a handgun in this regard needs to have a letter from an association in the country of origin, stating the handgun will be used for hunting purposes.

4. Firearms which may **NOT** be imported into South Africa include:
 - a. Any fully automatic weapon
 - b. Any semi-automatic weapon.
 - c. Handgun/s for self-defense.
 - d. Weapons which fall under military categories.
5. A semi-automatic shotgun for hunting purposes may be allowed if an application is made at least 21 days before arrival through the Central Firearms Register with a motivation letter as to why this type of firearm is required.

General Provisions:

1. Temporary Import Permits:

- a. May only be issued to a foreign visitor for the purpose of hunting
 - b. Will be issued subject to the requirements of the Act with regard to the carrying, storage, safe custody and transport of a firearm and ammunition.
 - c. Subject to the use of the firearm only for the purpose set out in the permit.
 - d. Subject to the fact that no person who holds a temporary import permit is allowed to transfer the firearm to another person in South Africa without prior written permission having been obtained from the Central Firearm Register.
 - e. Whenever the holder of a temporary import permit leaves the Republic of South Africa, the firearm in respect of which the permit is issued must accompany the holder of the permit.
 - f. Possession of no more than the quantity of cartridges determined by the Registrar and specified on the permit for each firearm in respect of which the temporary import permit applies.
 - g. A Temporary Import Permit shall not be issued for a period exceeding six months at a time.
 - h. Applicant must be **21** or over.
 - i. Should a firearm not be declared on arrival and a temporary import permit not issued, you will face severe penalties and possible arrest on departure from South Africa.
2. Applications for Temporary Import Permits can be made in advance to the Central Firearm Register. Ask your Hunting Outfitter to assist you in this regard.

Note:

If you use this option, you must fill out and **sign** the SAPS 520 before forwarding it to your operator. Don't forget to **include** a copy of your passport information page!

3. Please ensure that your firearm/s arrive on the same flight as you do. This must be done with the airline company on departure. Your firearm/s may only be signed for by you and **will not** be released to your outfitter or professional hunter should it/they arrive on a separate flight. If the firearm/s do not arrive with the passenger, the passenger must proceed to his final destination in South Africa and apply at the closest Police Station for a Temporary Import Permit. When the Temporary Import Permit has been issued, the original permit with the keys to the rifle case must be couriered to the Border Post of entry. A Transport Agent with transport permit must be appointed by the passenger. This Transport Agent must have a letter from the passenger instructing him/her to transport the firearm/s to the passenger in person. The firearm/s will be inspected by the Police at the Port of entry and the firearm/s and permit will be handed to the transporter to be transported to the passenger.
4. Please do not pay for any service regarding the handling of firearms at Johannesburg International Airport, or any port of entry. The issuing of the SAPS 520 is a **free service** and the South African Police Service asks clients not to pay anybody involved in handling firearms from the time of arrival in South Africa right through until you receive your firearm/s and the permit from the SAPS. Clients that are paying the various airline staff, security staff, or porters involved are actually creating a problem. Please note however there is a handling fee charged by airlines and/or security companies for the handling of handguns, and some airlines have started charging a handling fee for all firearms. We suggest checking with your airline with regard to any "official" fees that may be required.
5. There is **no** permit required, nor any charge by the South African Police Service for a **bow**. Handling fees are charged by airline and/or security companies for **bows and handguns**.
6. **Please note that NO firearms will be held for safekeeping by the SAPS. If a client brings in a prohibited firearm, brings in more than what is allowed, or lacks the necessary documentation and his request for a temporary import permit is denied, the involved firearms must be exported immediately by the client or voluntarily surrendered to the State.**

In Transit Passengers (Transiting South Africa):

It is **critical** that you check with and confirm with the airline/s involved before departure to make sure what their procedure is for the transfer of baggage and/or firearms.

If the airline does transfer your baggage/firearms, and you have booked them through to the final destination, and you stay in the in-transit area and do not clear South African customs, then you need not go through the temporary import process.

If your airline company will not transfer your baggage/guns to your connecting airline/flight, then you must collect your baggage/firearm/s and go through the entire entry process. If this is the case, the South African limitations, requirements, etc. will apply.

This also applies if you are overnighing in South Africa before flying on to your country of destination.