

CANNING CLUB



Safety Rules New Member / Visitor Awareness Package

Name _____

Introduction.

Welcome to the Canning Club (Inc) and to the exciting and challenging sport of Pistol and Rifle Shooting. The aim of this booklet is to introduce new members to the Club, its safety requirements, and your obligations as a visitor /member of Canning Club (Inc).

NO CAMOUFLAGE CLOTHING IS PERMITTED AT ANY TIME
Canning Club is a sporting shooters club, not a tactical or combat shooting club

When you first start shooting you will find it is not as easy as you may think, but it is well worth persevering with.

Pistol and rifle shooting is not for everyone, but it offers a great deal of satisfaction for those who have the dedication and interest to master the basics of shooting. The Club members are more than willing to help you along, but the main motivation must be yours and as such the sport is most suited to self-motivated individuals.

You must also be interested in regular participation and ongoing development of the Club. The Club has facilities to make it easy for you to develop into a very competitive shooter, so be sure that you use everything that is available to you. Everyone at Canning Club (Inc) hope you enjoy what our Club has to offer.

This booklet is also used as a record of attendance and safety instruction training received for potential new members when making an application to the Committee for membership.

Fees

Fees are paid annually and fall due 1st July and before the 31st July:

The Canning Club fees are as follows **and are non-refundable**:

Failure to attend nominated training course will result in fees being forfeited to the Canning Club

	Fee	Discount	Adjusted Fee
a. Membership Nomination	\$150		
b. Single membership	\$400.00	\$100 = 2 x Busy bee	\$300.00
c. Family membership	\$500.00	\$100 = 2 x Busy bee	\$400.00
d. Student membership (18+)	\$200	\$100 = 2 x Busy bee	\$100.00
e. Student membership (12 to 17 years) (No parents joining the club)	\$100		
f. Pensioner membership	\$150	\$100 = 2 x Busy bee	\$50.00
g. Late Membership Fee Penalty	\$150	And Back Dues when fees should have been paid	
h. Canning Club Mandatory Initial Firearms Training Course (Handgun/Longarm)	\$100.00	Goes towards nomination fee after attending booked Mandatory Training	
i. Additional Mandatory Training Courses (Handgun/Longarm)	\$50.00		
j. WA Police Practical Firearms Assessment	\$30.00		
k. Range Officers Course	\$50.00	\$25 Refunded on RO Certification	
l. Holster Training	\$10.00		

Busy Bees shall be valued at \$50 each to a maximum of \$100.

Note: Failure to pay membership fees by 31st August will result in WA Police Firearm Services being notified that are no longer a financial member of the club and your club support is withdrawn.

Disciplines Shot at Canning Club (Inc)

Air Pistol...	WAPA Match (Pre-requisite for ALL new members)
Mandar...	Rimfire and Centrefire
Revolver...	Rimfire and Centrefire
Action Match...	(Holster proficiency required)
Field Pistol...	(Holster proficiency required depending on staged match layout)
Black Powder Revolver...	
Single Action...	(Holster proficiency required)
Practical Pistol...	(Holster optional and Practical Shooting proficiency required)
Lever Action Rifle...	
Field Rifle...	
3 Positional Rifle...	
Steel Challenge...	(Holster proficiency optional)

Club Structure & Membership.

The Canning Club (Inc) is a non-affiliated club and is incorporated in the State of Western Australia and as such has all the privileges and responsibilities associated with it.

After an intending member has successfully completed all preliminary requirements and has completed the documentation required (See pages 7-8 for details) the Committee will vote on acceptance or rejection of membership based on general conduct at the range and on any other factors. The Committee has the responsibility to the Club and to its members to ensure that a high standard of membership acceptance is maintained. Committee meetings are held on the second Saturday of each month and all members can attend to observe the meeting upon request to the Club President or Secretary.

A copy of the Canning Club (Inc) Constitution, By-Laws & Code of Conduct is made available on the club web site and should be view by all approved new members.

Code of Conduct - <https://canningclub.com.au/wp-content/uploads/2019/10/Code-of-Conduct-2018-V1.pdf>

Additional Important Information / What is Expected of Members.

The road into the Club is a Gazetted Road, your speed should be limited to **50Kph**.

Watch out for motorbikes, 4WD vehicles and kangaroos and other wildlife.

Change of address / phone numbers etc. the Secretary is to be notified forthwith.

Bringing the Club into disrepute will cause consideration for your support as a member to be withdrawn. No statements in relation to the Club to be made to the media without approval of Club Executive (Office Holders).

Social media is not recommended, no reference that identifies the Club or its members is allowed.

Volunteers run the Club. You as a member are required to assist in the running of the Club by actively assisting with duties such as but not limited to:

Setting up and cleaning the range for the day's match. (Flags, Targets, Compressor, Controlling Target Timer, Picking up expended brass)

Attending Busy Bee's, as the club is run by volunteers, all help is greatly appreciated and helps keep the costs down. (If you have a specialist skill or trade background, and are happy to use that ability to support the club, please advise the Committee)

Keeping the Club in a neat and tidy condition.

Assisting with these duties will assist you to become a valued Club member. Ask a member of the Committee or a Range Officer about any matter that needs clarification.

Support of Firearms.

Club support for firearms (Forms 1&2) **cannot** be issued until a member has been a financial member with the Canning Club (Inc) for at least 6 months. The member must also have completed 4-6 live fire shoots with the Club and be certified by the Club Safety Officer as competent. The Secretary manages the paperwork for all new applications for supported firearms.

The Committee will then consider your application. Your proof of having completed your requirements is attached to this booklet. It is your responsibility to have it updated and submitted.

Minimum Compliance Requirements.

Once approved for Club supported firearm you must participate in a certain number of Approved matches for which the firearm was nominated (details will be provided to you on completion of your Form 1&2). Participation is defined as "Submitting a score for a formal match conducted at the Club, State or International level" (*Note. Matches conducted at Clubs outside of Canning Club where the firearm is not supported requires confirmation from that club that the member participated in a match to count for Compliance*). This is the minimal requirement, and it is your responsibility to ensure that you comply. If you are unable to comply with the minimum requirement at any time, you must advise the secretary in writing prior to becoming overdue. Your request for Leave of Absence is put to the Committee and approved or rejected accordingly. Special Leave of Absence will be granted by the Committee in certain circumstances, for a period not exceeding six (6) months at a time.

Safety

Safety at this Club is one of the most important things always expected of all members and visitors.

Although there is no substitute for common sense, the Club does have Range Officers and Safety Instructions that must be obeyed and always followed (see below). The Range Officer will suspend from shooting for the rest of the day anyone who, breeches any one of the Range Orders or Safety Instructions. For exceptionally serious breaches, the incident will be considered by the Committee and appropriate action will be taken against the offender (which can include expulsion from the Club if deemed necessary).

Steel targets are to be set no less than 10M from the firing line and no greater than 5M from the butts, unless it is a Canning Club discipline match.

Range Orders and Safety Instructions.

All persons participating in or observers within the precincts of the firing range must comply with these orders to ensure maximum safety and efficiency during range use.

You must always adhere to these Safety Rules, both on and off the firing line.

- 1. Treat all firearms as if they are loaded.**
- 2. Keep the muzzle always pointed in a safe direction (down range).**
- 3. Keep your finger off the trigger until you have made a conscious decision to shoot.
(On Target on Trigger, Off Target Off Trigger) off trigger means outside the trigger guard.**
- 4. Identify your target and background.**

Prospective new members are classified as visitors and may only use a firearm in the following instances.

After instruction in safety procedures and have qualified as per New Members requirements.

Have been made aware and understand the safety rules.

Are under constant supervision whilst on the line.

Have been deemed competent by a Range Officer.

NB. Existing members of other clubs, after producing current club membership & firearms licence and having paid range fees may be at the discretion of the Range Officer allowed to participate in a match.

Whilst the firing range is in use and there are three (3) or more persons assembled for the purpose of live firing including observers within the precincts of the firing line a [QUALIFIED Range Officer](#) is to be appointed from those present.

A person who is qualified in first aid is also required to be present at the range whilst live fire is being conducted.

The Range Officer shall have complete control over all participants and observers in the vicinity of the firing range. Directions and instructions given by the Range Officer shall be always obeyed. Failure by any person to carry out instructions or directions will render that person or persons liable to removal from the range.

Incidents of a serious nature shall be reported immediately to the Range Officer for the appropriate action.

Safety is everybody's responsibility, anybody either on the line or observing can call the command to **STOP, STOP, STOP/CEASE FIRE** at which time all shooters must stop and await further instruction.

A person shall not discharge any firearm other than from the firing line towards the target area during competitive events or authorised practice sessions.

A person being the owner of any firearm or ammunition will always ensure their security. (This includes Club Hire Firearms for members who do not own a firearm) Approved firearms only are to be used on the range and **NO CENTRE FIRE JACKETED/PLATED AMMUNITION** is to be used.

Sharing of firearms is prohibited under the Firearms Act, unless it is a person aged over 12 years and under 18 years, and then only if the firearm owner is licensed for that class of firearm and held that class of firearm for 5 years, and that person must directly supervise that young person.

A person shall not load a firearm unless directed by the Range Officer. All firearms are to remain unloaded and bagged or holstered until you are on the line and have been given the command to load and make ready.

Magazines/Speed Loaders/Moon Clips may be loaded before attending the firing line but cannot be placed in the firearm until the order to load has been given. No loaded firearms are to leave the firing line.

All participants on the instruction from the Range Officer will move forward to the firing line. Where the line is marked, shall stand in such a position as to permit the toe of the footwear to touch the line. Where no line is marked, participants shall take direction from the Range Officer.

A person shall not move forward or rearward of the firing line unless directed by the Range Officer and only after all firearms have been cleared and bagged / holstered.

Do not pick up spent brass during live fire sessions... Do not bend down to pick up anything you have dropped... Simply raise your support hand for attention from the Range Officers.

Whilst participating in Live Firing, if the firearm or ammunition is found to malfunction or be faulty, the participant is to adopt the following procedures:

- A) Attempt to clear the malfunction and continue if safe.
- B) Cease the activity and raise their support hand to indicate that assistance is required, wait for direction from the Range Officer, keep the muzzle of the firearm pointed toward the target area (Down Range) and at the 45 degrees.

During live firing where a pause or rest is taken, or a cease-fire is ordered, all participants shall remain at the firing line and hold their firearm in such a position that it is directed toward the target area and at the 45 degrees and await further instruction.

The erection and removal of targets is the responsibility of the participant at the direction of the Range Officer.

No person is to handle a firearm on or near the firing line whilst members are forward of the line. Whilst on a live firing range. LISTEN for instructions relating to live firing and WATCH for indications that live firing is about to commence. **DO NOT TALK ON THE LINE..... LISTEN.**

Participants and observers must use eye and Ear protection alike, suitable clothing including hat/cap to be worn if semi auto pistols are in use. Suitable enclosed footwear must be worn. No Thongs, Sandals or Crocs. Observers shall remain at the rear of the firing line or as directed by the Range Officer and are not to cause distraction to participants.

All Children / Visitors to be under constant supervision by parents / Guardians / Hosts.

All red flags to be clearly displayed prior to any live firing.

No alcohol may be consumed prior to or during any live firing. NB this includes observers.

No firearms allowed to be handled in the clubrooms unless sanctioned by the Club Safety Officer.

Do not handle firearms at any time unless on the firing line and under instruction or in the designated Safety Area.

All mobile phones to be turned off whilst firing is in progress. This includes observers. Turn off or place on silent.

Holsters are not to be used unless sanctioned by the Range Officer and only after approved training.
(Thigh/Shoulder & Cross Draw Holsters are not allowed)

All participants are expected to assist in the setting up and closure of the range.

No smoking on the Range or in the clubhouse.

A First Aid Kit is available in the clubhouse and must be on each Range during any live fire.

A qualified first aid person must be on the range during any shooting activity.

NO CAMOUFLAGE CLOTHING IS PERMITTED AT ANY TIME
Canning Club is a sporting shooters club, not a tactical or combat shooting club

No centre fire jacketed or plated ammunition is allowed.

No ammunition in the Safety Areas under any circumstances.

Make yourself familiar with the Emergency Management Plan (Located on the clubhouse notice board).

Near the Front Gates

Club specific safety rules override any match rules.

Steel Targets are allowed to be used. Note they are to be set no less than 10 METRES from the firing line and must be within 5 METRES from the rear butts.

Definitions.

For the purpose of these orders and instructions, the following terms mean:

Butts –	Is the physical barrier erected to the rear and side of the target area to prevent unrestricted travel of projectiles.
Captain –	Means the person appointed to being in charge of the disciplines shot at Canning Club.
Stop, Stop, Stop –	Means all firing is to cease immediately and await further instructions.
Cease Fire –	Means all firing is to cease immediately and await further instructions.
Clear –	Means the firearm has been inspected and declared safe. At this time, it is to be returned to a holster or another place of rest. If placed in a bag, it is to then be zippered closed.
Firing Line –	Is the line physical or imaginary designated position from which live firing will occur.
Live Fire –	Is the actual discharge of a firearm.
Malfunction –	Is when the firearm has a mechanical fault.
Misfire –	Is when the hammer or firing pin has engaged the primer and there is a failure in the discharge of the ammunition.
Observer –	Is any person in the immediate vicinity (rearward of the firing line).
Participant –	Is a person preparing to or engaged in the discharge of a firearm in any controlled exercise or discipline, or a random exercise for the purpose of practice.
Qualified –	Means a person licenced to use the firearm or a person recognised by the Club as being competent to use the particular type of firearm without supervision.
Range Officer –	Means a QUALIFIED person having completed the 2-day Range Officer course on or after January 2025 and appointed by the Canning Club to take control of the firing range.
Safe Direction –	a direction in which any fired shot would be safely stopped and contained with no human injury and at most, only minimal property damage.
Safety Area –	For the cleaning and maintenance of the firearm. The locations are as follows:
Range 1...	The marked shed beside the 25-meter range
Range 2 & 3...	The marked benches directly behind the 50-meter ranges.
Range 4, 5 & 6...	The marked benches directly behind the ranges.
Safety Officer...	Means a person delegated to assist the Range Officer in monitoring safe range practices.
Shoot / Fire –	Means permission has been granted to commence firing, in accordance with the discipline or exercise.
Supervisor / Coach –	Means the person in charge of a novice shooter or other person under supervision whilst at the firing line.
Unload and Inspect –	Means to unload all live and expended cases, remove the magazine (where applicable) open the breech and present the firearm for inspection.
Visitor –	Means any person who is not an active financial member of the Club. Visitor Badges are to be always worn.

Membership Process – No current category (H) WA Firearms Licence. (Not currently licenced for a Handgun)

Attend Canning Club. Sign in at the main door, collect visitors pass.
Introduce yourself to a committee member.

Provide Photo ID and receive a New Member Booklet and membership application form.

Note... Juniors (aged over 12 years and under 18 years) will need to be accompanied by a Parent. If no Photo ID is available for the junior, a birth certificate can be provided. The Parent will need to provide Photo ID and documentation to confirm custody i.e. Medicare Card, Parent's name on junior's Birth Certificate or Court Orders.

The parent will then complete the Parental Approval Form detailing that they give permission for their young

person to participate in the shooting activity. A new form is required for each day the young person attends the range.

Complete application form, statutory declaration, and statement of understanding then hand back to Air Pistol Captain.

Complete four (4) Air Pistol Shoots under direct supervision. Must be recorded on the form provided in the New Members Book and signed off by the Air Pistol Captain.

Apply for a National Police Clearance. (Can be done online or at a Post Office)

Provide a copy of the original National Police Clearance Certificate.

Complete Safety Induction. (must be recorded on the form provided in the New Member Book and signed off by the Safety Officer)

Complete your introductory shoot (Must be recorded on the form provided in the New Member Book and signed off by the Safety Officer)

Complete 4-6 live fire matches on official Club match days. (must be recorded on the form provided in the New Member Book and signed off by the supervising safety officer) Unsafe or offensive behaviour will not be tolerated. If after additional coaching, you cannot achieve proficiency at this stage you may be asked to not return.

Once you have been deemed proficient in this area you may choose to attend other disciplines within the Club i.e. Rifle, Single Action, Practical Pistol. These disciplines will have their own training that you must complete prior to undertaking those other disciplines.

Pay the nomination fee outlined on page 2 to the Secretary and provide completed forms.

Membership Application will be reviewed at the next Committee Meeting for approval.

Check with the Secretary within a week of the Committee Meeting to confirm if your membership was approved.

Pay pro-rata balance of membership fees to the Secretary.

Complete six (6) months of probationary period.

Probationary membership will be reviewed at the first Committee meeting after your 6 months has passed.

If membership approved, you will now be eligible to apply for your first Club supported firearm to be used for the discipline of your choice. (This is subject to the Committee and WAPOL approval).

6 months from the date of receiving your first Club supported firearm you can apply for additional Club supported firearms. (Also subject to Committee and WAPOL approval)

Please Note - Juniors:

A Parent must always accompany junior member aged over 12 years and under 16 years. Written permission is required by the parent for the young person (aged over 12 years and under 18 years) to participate in any shooting activity.

The application process should be completed within a 6-month period (certain exceptions apply such as FIFO)

Sharing of Firearms

Under the Firearms Act and Regulations 2024, if you are over 18 years of age you are not permitted to share firearms, you must be either co-licensed for that firearm or hire a firearm from the club.

If you are a young person aged over 12 years and under 18 years, Section 31 Firearms Act allows firearm use by supervised young person under Individual Licence in accordance with the following - if a person has held an Individual Licence for a continuous period of not less than 5 years, an Individual Licence held by the person that authorises the use of a firearm by the licensee also authorises the same use of the firearm by a young person under the immediate supervision of the licensee.

Membership Process – Current category (A, B, C & H) WA Firearms Licence.

Attend Canning Club. Sign in at the main door, collect visitors pass.

Introduce yourself to a committee member.

Provide Photo ID, current WA Firearms Licence.

Receive New Member Booklet and membership nomination forms.

Complete application forms.

Provide a letter of introduction from your existing Club.

Complete the Canning Club Initial Firearms Training/Induction course

Pay the nomination fee outlined on page 2 to the Secretary.

Membership application will be reviewed at the next Committee Meeting for approval.

Check with the Secretary within a week of the Committee meeting to confirm your membership was approved.

Pay pro-rata balance of Membership to the Secretary or Treasurer.

If you have current firearms that need to be transferred from an existing Club to Canning Club (Inc) please advise the Secretary so this can be arranged.

Complete six (6) months of probation period.

Probationary membership will be reviewed at the first Committee meeting after your six (6) months has passed.

If membership is approved, you will now be able to apply for additional Club supported firearms to be used for the discipline of your choice. (This is subject to Committee and WAPOL approval).



TO BE FILLED IN AS COMPLETED AND PRODUCED WITH MEMBERSHIP APPLICATION FORM

NAME: _____

First Visit Date _____

Statement of Understanding Signed Yes / No

Statutory Declaration Signed Yes / No

Safety Procedures Yes / No

AIR PISTOL MATCHES...

DATE	SCORE	VERIFICATION

SAFETY INDUCTION... With Club Safety Officer

DATE	YES / NO	VERIFICATION

INTRODUCTORY SHOOT... (Not to be completed until safety induction completed)

DATE	YES / NO	VERIFICATION

LIVE FIRE MATCHES... (Only to be signed off by the Range Officer for the match before leaving the club for the day)

DATE	SCORE	VERIFICATION

CANNING CLUB



APPLICATION FOR MEMBERSHIP



Canning Club (Inc)
PO BOX 4347 Harrisdale WA 6112
info@canningclub.com.au

APPLICATION FOR MEMBERSHIP

New Member

☐

Existing Firearms Licence Holder

☐

SURNAME: _____ GIVEN NAMES: _____

ADDRESS: _____

SUBURB: _____ POST CODE: _____

POSTAL ADDRESS: _____

(If same as above state as above)

SUBURB: _____ POST CODE: _____

CONTACT NUMBERS: HOME _____ MOBILE _____

EMAIL: _____

DO YOU GIVE CANNING CLUB (Inc) PERMISSION TO EMAIL CORRESPONDENCE (e.g. newsletters and updates) YES / NO

DO YOU HAVE ANY SKILLS THAT YOU WOULD BE WILLING TO USE IN ASSISTING THE CANNING CLUB YES / NO
(Welding/Carpentry/Landscaping etc.) _____

DATE OF BIRTH: ____ / ____ / ____ MALE / FEMALE / _____

PARENTS SIGNATURE OF CONSENT (If over 12 years and under 18 years of age) _____

FIREARMS LICENCE NO. _____

CURRENTLY OWNED FIREARMS REQUIRING CLUB SUPPORT

Please attach a copy of Transfer of Firearms Support form

DOCUMENTATION REQUIRED FOR COMMITTEE APPROVAL

1. A National Police Clearance (for adult members without a current WA Firearms licence).
2. If you hold a current WA Firearms licence, a copy of your licence is required.
3. Record of 4 completed and supervised air pistol shoots (NA for current WA Firearms licence holders).
4. Payment of a one-off (non-refundable) nomination fee of \$100.00.



Canning Club (Inc)
PO BOX 4347 Harrisdale WA 6112
info@canningclub.com.au

STATEMENT OF UNDERSTANDING

Statement of understanding and acceptance of the Range Standing Orders and Safety Instructions of the Canning Club (Inc).

I, _____

Address: _____

Date of birth: ____/____/____

Contact Phone Number: _____

State:

I have accessed and read a copy of the Canning Club (Inc) "Ranger Standing Orders and Safety Instructions" (included in the new Member Booklet). I understand the contents of the booklet and understand what is required and expected of me as a participant or observer whilst at the club.

I accept the requirements placed upon me and agree to abide by these orders and instructions. I acknowledge that I am responsible for my own actions.

If I do not understand any order given, I will ask before proceeding.

SIGNED: _____ **DATED:** ____/____/____

WITNESSED: _____ **DATED:** ____/____/____

DESIGNATION: _____

CANNING CLUB (Inc) APPLICATION FOR MEMBERSHIP

Important Information You Need to Know

Annual Renewal of Membership: You must provide an updated record of all personal details on the renewal form and a copy of your current firearms license at the time of renewal, along with your renewal fee which must be paid on the 1st July and no later than the 31st July, a late penalty fee will apply if paid after 1st August.

Safety: Safety is paramount at our Club and on our ranges. Attention to safety has made pistol shooting one of the safest sports in WA. A Range Officer (RO) is responsible for safety on the range. All shooters and visitors must obey the Range Officers instructions immediately. Eye protection, hearing protection and enclosed footwear **must** be always worn on the range.

Minimum Activity Requirements: To retain support of a firearm, the member must participate in a certain number of Club Approved matches for which the firearm was nominated (details will be provided to you on completion of your Form 1). Participation is defined as submitting a score for a formal match conducted at the Club, State, or international level.

Disposal of Firearms: Under our Clubs Constitution, the Secretary is required to keep an up-to-date register of all Club supported firearms on your licence. Upon acceptance as a member of the Club all firearms on your licence that require Club support must be provided to the Secretary. At any time whilst you remain a member of this Club, if you dispose of any Club supported firearm you **MUST** advise the Club Secretary, and the Firearms Branch of the WA Police Department.

APPLICANTS TO READ AND SIGN

1. I acknowledge that I have been given, read and understand the conditions of applying for Club membership, Range Orders and Safety Instructions.
2. I am aware that any violation of Canning Club (Inc) rules may result in the immediate suspension of my membership, as the Committee may decide (by secret ballot).
3. I understand that I must complete a minimum number of approved Club matches to maintain support of my firearm/s, and to maintain firearms safety awareness.
4. I will notify any change of my address or changes of my Club supported firearms to the Canning Club (Inc) Secretary within 7 days.
5. I understand that prior to my membership renewal being approved each year, I must provide an updated record of all my personal details and a copy of my firearms license.
6. **I understand that my application is subject to Committee approval and that upon acceptance of my membership I will be bound by a 6-month probationary period as per the constitution.**

SIGNATURE OF APPLICANT _____

DATE _____

COPY OF CONSTITUTION AVAILABLE ON THE CANNING CLUB WEBSITE:

<https://canningclub.com.au/wp-content/uploads/2020/01/Constitution-Canning-Club-October-2019.pdf>

Western Australia
Oaths, Affidavits and Statutory Declarations Act 2005
Statutory Declaration

I, _____ {name of person
making declaration}

of _____ {address of person
making declaration}

occupation _____ {occupation of person
making declaration}

sincerely declare as follows:

I do not have any Family Violence Restraining Orders (FVRO's), Violence Restraining Orders (VRO's) or Misconduct Restraining Orders (MRO) without a family relationship and/or Firearms Prohibition Orders against me in any state of Australia or know of any reason as to why I should not be able to attend a rifle/pistol club and use firearms.

Part 4 Firearms Act 2024

{insert above the content of the statutory declaration; use numbered paragraphs if content is long}

This declaration is true, and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the Oaths, Affidavits and Statutory Declarations Act 2005.

At _____ {place}

On _____ {date}

By _____ {Signature of person making the declaration}

In the presence of

_____ {Signature of authorised witness}

_____ {Name of authorised witness}

_____ {Qualification as such a witness}

*Important - This Declaration must be made before any of the following persons:

Academic (post-secondary institution)	Local government councillor
Accountant	Loss adjuster
Architect	Marriage Celebrant
Australian Consular Officer	Member of Parliament
Australian Diplomatic Officer	Minister of religion
Bailiff	Nurse
Bank Manager	Optometrist
Chartered secretary	Patent Attorney
Chemist	Physiotherapist
Chiropractor	Podiatrist
Company auditor or liquidator	Police officer
Court officer (magistrate, registrar, or clerk)	Post Office manager
Defence Force officer	Psychologist
Dentist	Public Notary
Doctor	Public Servant (State or Commonwealth)
Electorate Officer (State – WA only)	Real Estate agent
Engineer	Settlement agent
Industrial organisation secretary	Sheriff or deputy Sheriff
Insurance broker	Surveyor
Justice of the Peace (any State)	Teacher
Lawyer	Tribunal officer
Local government CEO or deputy CEO	Veterinary surgeon

Full descriptions of these professions are available via the following website link.

[Professions witness statutory declarations](#)

Or

any person before whom, under the *Statutory Declarations Act 1959* of the Commonwealth, a Statutory Declaration may be made.

Any authorised witness for the State of Western Australia may also witness a Commonwealth Statutory Declaration, as long as they are in Western Australia at the time of witnessing - Schedule 2, item 231 of the *Statutory Declarations Regulations 1993 (Commonwealth)*.

Further information on witnessing documents is available at www.courts.justice.wa.gov.au.

Last updated on 31 October 2017