



# SOUTHERN AFRICA ARMS & AMMUNITION COLLECTORS ASSOCIATION

KwaZulu Natal Chapter

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Accreditation No 1300073

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## COMMON MISTAKES MADE BY APPLICANTS FOR CERTIFICATES OF COLLECTABILITY (COC) Revision 1 March 2022

- 1) As of the middle of 2021, there are new COC forms available with updated details to be used from now on. These may be identified by the Sir Duncan Road address and the colour logo on the top left hand side
- 2) The guidelines for making any such COC application have been agreed between our national body and the Central Firearms Registry (CFR) and are therefore mandatory. These SAAACA KZN's guidelines are available on the SAAACA KZN website. Any COC that does not reflect the NAACCSA/SAAACA guidelines or could be rejected by the CFR as not conforming with Section 17 of the Act as amended, is not acceptable.
- 3) The most important attribute to consider in any application for a Certificate of Collectability (COC) is that the COC for a particular firearm must be in accordance with the member's approved Field of Interest, for his or her collection. A "Field" has been described as an "area with defined edges or boundaries." That means that there is no longer such a Field of Interest as "All Military Arms" or "All handguns."
- 4) SAACA KZN Exco has been reviewing member's Fields of Interest since the start of 2022 and updating them on Member's behalf to make them more logical and acceptable such that the Chairman can sign them in good faith as being in conformance with the guidelines and the agreement with the CFR. Once the individual process is complete, the member will receive a certificate which defines the approved Field of Interest and includes the wording to be used.
- 5) It is to be understood that members can have more than one Field of Interest as dictated by their existing collections.
- 6) The COC application form must be filled in using a logical sequence. The "Approved Field of Interest" goes at the top exactly in the words as approved. The "Theme" and "Sub Theme" that goes under it must be a logical progression to be motivated by the applicant to show how the "Sub Theme" describes how the firearm in question fits the "Approved Field of Interest."
- 7) As an example of a common mistake : A member whose Field of Interest is in 19th Century rifles and shotguns applies for a COC for a .45 ACP pistol, with no mention of collecting pistols in his or her Field of Interest. Our review Committee therefore cannot accept any such COC and must reject it. If a member wishes to collect in an additional field of interest , an application must be motivated to Exco.



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- 8) It is a requirement of this process agreed at a national level with the CFR that this Association must maintain records of members' Fields of Interest as a check on member's COC applications. SAAACA KZN Chapter will do this using ongoing approved COC applications and the accompanying "Approved Field of Interest" Certificate as a means of confirming our member database accordingly.
- 9) The manner in which Exco are dealing with COC's has changed from mid 2021 in part due to the failure of our postal system. We have gone electronic. However because of the need to review these applications for conformity, the COC sub-committee now requires that a COC application is submitted in Word format to enable updates to be done without constant referral back to the applicant.
- 10) Once the Secretary confirms that the payment has been made for the COC and that the member is in good standing ie. subs paid and Annual Declaration submitted, the COC is then circulated to the COC sub-committee for consideration. Any changes that are required are then made in Word format and then signed by the Chairman and sent back to the applicant.
- 11) The applicant may either collect the signed COC from the Chairman or use the Post Net overnight courier service, presently R100, to have the application sent to the applicant. Alternatively a PDF can be e mailed to the applicant and this option has proven to be effective..
- 12) In extreme cases where the applicant lacks facilities Exco may consider a PDF submission but it has to be in colour and of good quality appearance and not skewed in any way. The bottom line is that SAACA KZN will not process a poor quality application that reflects on us as an organization and will not be acceptable to a DFO.
- 13) It is an established principle that any firearms licence application to a DFO is "Owned" by the applicant and the onus is on him or her to get it right .
- 14) The COC fee for New Applications is R100 and Renewals is R 50.00.
- 15) Regarding the actual content of a COC application, it is unacceptable that a number of members simply copy and paste wording direct off the Internet, oftentimes without editing or shortening the content so as to be specific to the firearm. Many of our Member's applications contain much that is irrelevant.



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16) For example, when members are supposed to be discussing the collectible attributes of an arm (Historical, Technical, Scientific, Educational, Cultural), they talk about European arms factories having been burnt down or damaged during WW2 and tractors and farming implements being produced as an alternative, or submit pages on the characteristics of the ammunition, information that is irrelevant and that has nothing to do regarding the production or collectable significance of the firearm.

17) The editing by the applicant needs to show no blue hyperlinks or references to Wikipedia. The application should perhaps even have the font changed. Certainly the typing should be in black font so as not to be obviously copied direct from the web.

Certified collectors occupy a privileged position in the firearms world and are supposed in law to have a great depth of knowledge of their arms supported by personal research. Internet research, if it is used at all, should be modified, edited of irrelevant peripheral information and kept short and relevant to the firearm in question.

Such editing editing will also shorten the application considerably, eliminating waffle which neither the committee nor the CFR will have to wade through.

18) Where subparagraphs in the COC master form are not applicable, we no longer write "Not applicable in this application". Our current system using "Word" is to delete any unused, numbered headings, such as "Educational" or "Cultural" or "Commemorative" or "Artistic" et cetera and re-number the headings that are used. In other words, if "Investment" was numbered 4.7 but is now 4.4, then re-number it to reflect 4.4!

Leaving blanks uncompleted in the form gives one the impression that the applicant have not completed everything required in the application.

19) Similarly : There are tables in the master form for other firearms relevant to the applicant's Field of Interest. Delete any unused rows.

20) Where there are "red type" instructions, in brackets, such as an instruction, for example to delete an inapplicable paragraph, such "red type" instructions should be also be deleted.

21) Section 6 of the COC application form states that if it does not apply then delete entirely. For example Section says qualifications in terms of regulation 15 Cat A and B applications only if it is not a Cat A and B application then delete entire clause



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- 22) With regard to the References section, it is very important that applications reflect that the member hasn't simply just "copied and pasted" information from the Internet, but that he or she has done broader research relating to the firearm. Firearms collectors are typically expected to have their own research materials that they have in fact read.
- 23) Included in the Guidelines is an indication firearm under consideration has value, even if it's a few thousand Rand, so it is important that the application makes reference to the fact that the firearm has value and an approximate amount and is therefore worthy of collection.
- 24) Paragraph 8 is the signature paragraph. We require that this paragraph stays intact and accordingly is kept as a full page entry, ie. the last page of the COC application. So as not to split this signature paragraph, even if there is space after the References paragraph, para 7, paragraph 8, the declaration and signatures, should be moved to be the final page.
- 25) Having said that, applicants are encouraged to edit their submissions to leave as little blank white paper as possible so there is no question that any additions or deletions may have been made after signature.