



**THE HIGHLAND COUNCIL**

**CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

**KNIFE DEALERS LICENCE: SCHEDULE OF CONDITIONS**

These conditions apply to the Licence granted to you by the Highland Council (hereinafter referred to as "the Council") and must be observed at all times.

1. The licence holder must make detailed written records on the day of the transaction with a customer and retain such records for a period of 3 years from that date stating the following information—
  - (a) the identity of the customer and the means by which the customer's identity was verified;
  - (b) the steps taken to establish that the customer was at least eighteen years of age at the time of the transaction (including any proof of age or identity sought or the means by which the customer's age was verified or reasons why such verification was not sought because it was unnecessary); and
  - (c) a full description of the article sold, hired, lent or given to the customer.
2. The licence holder must ensure that any article listed in section 27A(2) of the Civic Government (Scotland) Act 1982 or display of such articles is not visible from the street or any public entrance to the premises.

The articles in section 27A(2) referred to are:

- (i) Knives (other than folding pocket knives whose blades do not exceed 3.5 inches (8.91 centimetres) in length or knives designed for domestic use);
- (ii) Daggers (other than kirpans or skean dhus whose blades do not exceed 3.5 inches (8.91 centimetres) in length.
- (iii) Knife blades (other than those designed for domestic use)
- (iv) Swords
- (v) Any other article which has a blade or which is sharply pointed and which is made or adapted for use for causing injury to the person.

3. The licence holder must display a notice which must –
  - (a) be displayed at all times in a position which is readily visible to customers at-
    - (i) the entry to the premises
    - (ii) the point of sale or counter
  - (b) be at least A4 size and on which the lettering must be legible and no smaller than 5 mm in height; and
  - (c) contain the following wording:
    - (i) it is an offence to sell to a person under the age of 18 any knife or knife blade (except if the person is aged 16 or over and the knife or blade is designed for domestic use);
    - (vi) it is also an offence to sell to a person under the age of 18 any razor blade, axe, sword or other article which has a blade or which is sharply pointed and which is made or adapted for use for causing injury; and
    - (iii) a customer may be asked to provide details of his/her age and identity (which may be recorded or copied and kept for inspection for up to 3 years).
4. The licence is valid until the date shown on the licence, which must be displayed clearly within the premises so that it can be seen by members of the public.
5. The licence holder shall keep the records referred to in condition 1 available for inspection at any reasonable time by any authorised officer of the Highland Council or the Police.
6. The licence holder shall notify the Council of any material change of circumstances affecting him or any other person or company named on the licence or affecting the activity to which the licence relates. A licence holder who ceases to act as such for the unexpired period of the licence or whose licence has been suspended by the Council shall, within 7 days, return the licence to the Council.

**Additional Conditions for where the dealer is carrying on business as a dealer in swords Dealers in Swords**

7. The licence holder must take all reasonable steps to establish from the customer, and confirm, the intended use of any sword.
8. The licence holder must make detailed written records on the day of the transaction with a customer and retain such records for a period of 3 years from that date stating the enquiries made of the customer or other persons or bodies as to the intended use of any sword.