**Section 137 – Nature Conservation (Animals) Regulation 2020**

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| **RECEIPTING DETAILS ONLY**  DATE RECEIPTED   |  |  |  | | --- | --- | --- | |  |  |  |   RECEIPT NUMBER   |  | | --- | |  |   AMOUNT RECEIVED   |  | | --- | | $ |   rECEIPTED BY (NAME AND OFFICE)   |  | | --- | |  | | **Dealer licence** |
| **Important information for applicants**  Applications can be made using the Department of Environment and Science (the department) digital platform for online services and transactions.  Visit <https://www.business.qld.gov.au/running-business/environment/online-services> for more information.  This form is to be used to apply for a dealer licence for a live farm animal; or a dead protected animal; or a dead international animal.  Requested information will enable your application to be processed as prescribed by the *Nature Conservation Act 1992* (the Act) and Nature Conservation (Animals) Regulation 2020 (Animals Regulation)*.* Your application must be assessed, and an authority granted by the chief executive before you can proceed with the proposed activity. **Your application may take up to 40 business days to process.**  Before lodging this application, you should be familiar with the requirements of the Act which is available from the Office of the Queensland Parliamentary Counsel website at <http://www.legislation.qld.gov.au>. If you have queries about how to complete this form correctly or need guidance, please contact Permits and Licensing on **1300 130 372 option 4**. |

**Terms and Conditions**

**Permits, licences and authorities**

Queensland's native wildlife is protected by legislation that aims to conserve biodiversity by protecting native plants and animals and their habitat. All native birds, reptiles, mammals, and amphibians are protected, along with some invertebrates, freshwater fish, the estuary stingray, and the grey nurse shark.

Other aquatic species are protected by the [Department of Agriculture and Fisheries](https://www.daf.qld.gov.au/), the [Great Barrier Reef Marine Park Authority](http://www.gbrmpa.gov.au/) and the Australian Government.

A licensing system helps us protect native wildlife species. By regulating the sustainable taking, keeping, using, or moving of native animals we contribute to the maintenance of viable wild populations of plants and animals.

The type of approval(s) you will need depends upon a number of things, including:

* The nature and purpose of your proposed activity;
* The tenure of the area in which you intend to undertake your activity; and
* The species of wildlife concerned.

To apply for permits:

* within the protected area estate (including nature refuges and special wildlife reserves) as defined in the Act (e.g. national park, national park [Aboriginal land], national park [Torres Strait Island land] etc); or
* within a marine park under the *Marine Parks Act 2004*; or
* within State forest estate under the *Forestry Act 1959* (e.g. state forests and timber reserves).

Please contact Queensland Parks and Wildlife Service and Partnerships (QPWS&P) at [parkaccess@des.qld.gov.au](mailto:parkaccess@des.qld.gov.au)

Note: Corporations must have an office in Queensland to be eligible to apply for an authority. The *Nature Conservation Act 1992* and the subordinate Nature Conservation Regulations may be found online on the [Office of Queensland Parliamentary Counsel](https://www.legislation.qld.gov.au/Acts_SLs/Acts_SL.htm) website.

**Privacy statement for wildlife permits**

Information you provide, assists the department in administering animals and plant licences, permits and authorities granted under the *Nature Conservation Act 1992*.

Some information may be provided to the Departments of Agriculture and Fisheries; Queensland Health; Queensland Police Service and the Australian Defence Force in order to investigate biosecurity or health issues or allegations of unlawful activity.

Some information, where relevant, may also be sent to non-government organisations such as the RSPCA Qld and the Queensland Wildlife Rehabilitation Council for the purpose of improving standards of native animal care.

Personal information in relation to your permit will not be disclosed to any other parties without your consent, unless authorised or required by law.

More information on our commitment to privacy is available on the department’s website at <https://www.des.qld.gov.au/help/legal/privacy>. For specific privacy information or enquiries please email [privacy@des.qld.gov.au](mailto:privacy@des.qld.gov.au).

# Completion of this form

# To enable your application to be processed you must answer all sections and acknowledge you have read the ‘terms and conditions’ by checking the box in section 1.

# If you do not complete all sections, sign, and date the application form, your application will be returned to you as an invalid application.

1. **You may only lodge this application if you have accepted the above terms and conditions and are over 18 years old**

I am 18 years old, or older, and accept the above terms and conditions.

1. **Applicant information**

A wildlife authority may only be granted to an individual or corporation A corporation must have an office in Queensland to be eligible to apply for an authority. Please tick the appropriate box:

**An individual** → **Complete** Section 3 **applicant details — then complete sections 5 to 15.**

**An organisation** → **Complete** Section 4 **applicant details — then complete sections 5 to 15.**

1. **Applicant details for an individual**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TITLE | \*first name | Middle name | \*Surname | \* DATE OF BIRTH |
| Mr  Mrs  Ms  Miss  Other |  |  |  |  |

1. **Applicant details for an organisation**

Organisation type –

Company  Australian registered (foreign) body  Incorporated association

Co-operative  Government  Not for profit organisation

|  |  |  |
| --- | --- | --- |
| \*australian business number | \* business name | |
|  |  | |
| Chief executive officer | | Australian company number / association number |
|  | |  |

1. **Applicant registered / residential address**

|  |  |  |  |
| --- | --- | --- | --- |
| \* RESIDENTIAL ADDRESS (not a post office box) | \* Suburb | \* State | \* POST CODE |
|  |  |  |  |

(WRITE ‘AS ABOVE’’ IF SAME AS registered/RESIDENTIAL ADDRESS)

|  |  |  |  |
| --- | --- | --- | --- |
| POSTAL ADDRESS | Suburb | State | POST CODE |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| EMAIL address |  | | |
| Phone type  Home phone  Office phone  Mobile phone | | Area code | Phone number (NOTE: 10 digits including area code) |

**Applicant contact details – email and phone contact is mandatory.**

1. **Permit activity**
2. **Dealers licence, select one (1) of the activities below:**

**Dealing in dead protected animals**

**Dealing in dead international animals**

**Dealing in live farm animals**

A *farm animal* is a protected animal stated in [Schedule 3, Part 4](https://www.legislation.qld.gov.au/view/whole/html/inforce/current/sl-2020-0136#sch.3-pt.4) of the Nature Conservation (Animals) Regulation 2020

The granting of a licence for live farm animals is on the understanding that the animal/s will be processed under the licence as soon as practicable.

1. **Nominate length of licence:**

For one (1) month or less; or

For more than one (1) month but not more than one (1) year; or

For three (3) years

1. **Location of the activity**

Provide the address where the wildlife is to be kept. This licence can be granted for **one** place only**.**

|  |  |  |  |
| --- | --- | --- | --- |
| \* Physical street address (WRITE “AS ABOVE” IF SAME AS RESIDENTIAL / REGISTERED ADDRESS) | \* Suburb | \* State | \* POST CODE |
|  |  |  |  |

**AND**

|  |  |
| --- | --- |
| \* Lot number | \* Plan number |
|  |  |
|  |  |
|  |  |

1. **State the species of the wildlife you intend to use**

You can list species individually or refer to a schedule as defined under the Nature Conservation (Animals) Regulation 2020.

|  |
| --- |
| species: |

1. **Will you be attaching a copy of the taxidermy tags you use? (Answer only if processing dead protected or international animals)**

Taxidermy tags you use on wildlife under this authority must be approved by the department.

Yes  Attach tagging details

No

1. **Requirement to keep a record book**

Holders of this wildlife authority must keep a department approved wildlife record book.

Do you have a department approved wildlife record book?

|  |  |
| --- | --- |
| I already have a department approved wildlife record book. | If you already have a department approved wildlife record book, indicate the number of the book. |
| I do not have a department approved wildlife record book and would like to purchase a hard copy. | I want to order a wildlife record book  20-page wildlife record book  50-page wildlife record book.  The fee you pay must include the fee for the wildlife record book or your licence cannot be issued. The book will be sent to your postal address |

1. **Wildlife suitability**

During the past three (3) years, have you (or an associate) been convicted of: (I) an offence against the Act; or (ii) an animal welfare offence under the *Animal Care and Protection Act 2001*;or (iii) an offence relating to wildlife against another Act, or an offence, however described, equivalent to an offence mentioned under (i) or (ii) under the law of another State or country?

Yes – an assessment officer will contact you regarding this response.

No

Note: An associate, of a person whose suitability to hold an animal authority is being considered, means –

1. If the person is a corporation – each executive officer of the corporation; or
2. If the person is an individual – another person who –
   1. is, or is intended to be, regularly or usually in charge of the individual’s activity or business, or proposed activity or business, that relates, or is intended to relate, to the authority; or
   2. regularly directs staff for the activity or business in their duties; or
   3. is, or is intended to be, in a position to control or substantially influence the activity or business, or proposed activity or business.
3. **Person in charge**

Details of the person nominated to be in charge of the place(s) where the authorised activity is to be undertaken.

Same as applicant  Alternate person in charge

**Person in charge identity details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TITLE | \*first name | Middle name | \*Surname | \* DATE OF BIRTH |
|  |  |  |  |  |

**Person in charge residential address**

|  |  |  |  |
| --- | --- | --- | --- |
| \* RESIDENTIAL ADDRESS (not a post office box) | \* Suburb | \* State | \* POST CODE |
|  |  |  |  |

(WRITE ‘AS ABOVE’’ IF SAME AS RESIDENTIAL ADDRESS)

|  |  |  |  |
| --- | --- | --- | --- |
| POSTAL ADDRESS | Suburb | State | POST CODE |
|  |  |  |  |

**Person in charge contact details – email and phone contact is mandatory.**

|  |  |  |  |
| --- | --- | --- | --- |
| EMAIL address |  | | |
| Phone type  Home phone  Office phone  Mobile phone | | Area code | Phone number: NOTE: 10 digits (INCLUDING area code) |

1. **Application contact details**

Same as applicant  Alternate contact person

An alternative contact nominated by the legal entity which either has or will submit an application to be assessed by the department. All departmental correspondence relating to the assessment of applications will be directed to the application contact, however, if the application results in the issuing of a relevant authority, the relevant authority will be sent to the customer contact or if nominated, the primary contact.

|  |  |
| --- | --- |
| \*name and position | email address |
|  |  |
| PRIMARY PHONE. NOTE: 10 digits (INCLUDING area code) | secondary phone |
|  |  |

1. **Applicant’s signature**

|  |  |
| --- | --- |
| APPLICANT’S NAME |  |
| APPLICANT’S SIGNATURE | DATE |
| if the applicant is a corporation, please indicate your position in the corporation | |

|  |  |
| --- | --- |
| 1. **Applicant checklist**   All sections on application form completed, signed, and dated.  Supporting information and accreditation attached.  Fees – application and record book (if ordering)  cheque or money order (attached)  credit card – you will be contacted by Permits and Licensing.  **Please make all cheques or money orders payable to Department of Environment and Science** | Please return your completed application to:  **Permits and Licensing**  **Department of Environment and Science**  GPO Box 2454  Brisbane  Queensland 4001  Enquiries: **1300 130 372 option 4**  Email: [palm@des.qld.gov.au](mailto:palm@des.qld.gov.au) |

A schedule of fees information sheet and code of practice may be obtained from the department’s website <http://www.des.qld.gov.au> or by contacting the Permits and Licensing on 1300 130 372 option 4.