

# Application form

## Section 11(b) – Nature Conservation (Administration) Regulation 2006

### Commercial wildlife licence (live protected animals)

<b>OFFICIAL USE ONLY</b>	
DATE RECEIVED	
FILE REF	
PROJECT REF	
COMPLETE FORM	CORRECT AA
COMPLETE FEE	
ADMINISTERING DISTRICT	
ENTERED BY [SIGNATURE]	
DATE	
<b>RECEIPTING DETAILS ONLY</b>	
DATE RECEIPTED	
RECEIPT NUMBER	
AMOUNT RECEIVED	
\$	
RECEIPTED BY (NAME AND OFFICE)	

#### Important information for applicants

This form is to be used to apply for a commercial wildlife licence. Information requested will enable your application to be processed as prescribed by the *Nature Conservation Act 1992*. Your application must be assessed and a permit 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 completing your application please read the information materials included with your application kit. Before lodging this application you should be familiar with the requirements of the Nature Conservation Act available from the Office of the Queensland Parliamentary Counsel website <http://www.legislation.qld.gov.au>. If you have queries about how to complete this form correctly or need guidance contact Permit and Licence Management on **1300 130 372**.

#### Applicant information

A wildlife authority may only be granted to an individual or corporation (only if the corporation has an office within Queensland). Please tick the appropriate box:

- AN INDIVIDUAL** → Complete Section 1 applicant details — then complete sections 3 to 11
- A CORPORATION** → Complete Section 2 applicant details — then complete sections 3 to 11.

#### 1. Applicant details for an individual

APPLICANT'S FAMILY NAME		TITLE
APPLICANT'S GIVEN NAME/S		DATE OF BIRTH
RESIDENTIAL ADDRESS (NOT A POST OFFICE BOX)		POST CODE
TELEPHONE (BUSINESS HOURS)	MOBILE	FACSIMILE
TELEPHONE (AFTER HOURS)	EMAIL	
POSTAL ADDRESS (WRITE 'AS ABOVE' IF SAME AS RESIDENTIAL ADDRESS)		POST CODE

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**Commercial wildlife licence (live protected animals)**

**2. Application details for corporations**

REGISTERED LEGAL ENTITY NAME (NOT A BUSINESS TRADING NAME)	
TRADING NAME/S (IF APPLICABLE)	
REGISTERED BUSINESS ADDRESS (NOT A POST OFFICE BOX)	POST CODE
TELEPHONE (BUSINESS HOURS)	FACSIMILE
EMAIL	WEBSITE
POSTAL ADDRESS (WRITE 'AS ABOVE' IF SAME AS RESIDENTIAL ADDRESS)	POST CODE
ABN / ACN / AN, OR TITLE AND SECTION OF LEGISLATION UNDER WHICH CORPORATION HAS LEGAL STATUS	
NAME OF PRINCIPAL OF CORPORATION	
SIGNATURE OF PRINCIPAL OF CORPORATION (or person authorised to sign of their behalf)	DATE

**Details of nominated person in charge where the licensed activity is to be undertaken**

NOMINATED CONTACT PERSON'S FAMILY NAME		TITLE
NOMINATED CONTACT PERSON'S GIVEN NAME/S		DATE OF BIRTH
RESIDENTIAL ADDRESS (NOT A POST OFFICE BOX)		POSTCODE
TELEPHONE (BUSINESS HOURS)	MOBILE	FACSIMILE
TELEPHONE (AFTER HOURS)	EMAIL	
POSTAL ADDRESS (WRITE "AS ABOVE" IF SAME AS RESIDENTIAL ADDRESS)		POSTCODE

**3. Have you previously held this type of permit?**

This may include permits in other States.

Yes  No  If yes, state the permit number (if known)

If yes, has the 'return of operations' been submitted?  Yes  No

(A return of operation is due for each 3 month period during the life of the permit)

If no, a permit may not be issued until returns are submitted.

#### 4. Place of keeping wildlife

REGISTERED ADDRESS	POSTCODE
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#### 5. Wildlife details

**What wildlife does the application refer to?** (If you require more space, attach a separate sheet of wildlife details)

- Birds (live)
- Reptiles (live)
- Scorpions and spiders (live)

**Is your application for reptiles?**

- YES    Go to Section 6.                       NO    Go to Section 7.

#### 6. Approved course of training for reptiles

A Commercial wildlife licence for live reptiles cannot be granted unless the applicant (or someone proposing to operate under the applicant's licence) has completed an approved course of training.

Have you or another person, currently employed at the pet shop, who will operate under the licence if it is granted, completed an approved course concerning the keeping and use of reptiles?

- YES    →    Please provide a copy of evidence of completion with your application
- NO

#### 7. Origin of wildlife

**Where will you obtain the wildlife from?** (e.g. purchase details, moving from interstate etc.)

DETAILS
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## 8. Applicant suitability

The licence may be granted if the applicant is an appropriate person to hold the licence, that is, if the applicant has the ability to carry out activities under the authority in a competent and ethical way.

Questions		Details
<p>1. During the past 10 years have you ever (in Queensland or elsewhere) been found guilty of any criminal offence or entered a plea of guilty in a Court?</p> <p>(Note: does not include simple traffic offences such as parking, speeding) If yes, provide details of the offence/s.</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO	
<p>2. Have you ever had an equivalent permit from another State or country that was suspended and/or cancelled?</p> <p>If yes, provide details about the permit, the date it was suspended and/or cancelled and reasons for suspension/cancellation.</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO	

## 9. Declaration

**Note:** If you have not told the truth in this application you may be liable for prosecution under the relevant Acts or Regulations.

- I do solemnly and sincerely declare that the information provided is true and correct to the best of my knowledge and I make this solemn declaration conscientiously believing the same to be true.
- I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*.

APPLICANT'S NAME	
APPLICANT'S SIGNATURE	DATE
IF THE APPLICANT IS A CORPORATION, PLEASE INDICATE YOUR POSITION IN THE CORPORATION	

## 10. Applicant checklist

- Application form completed and signed
- Fees paid or enclosed
- Supporting information and accreditation attached

**Please make all cheques payable to EHP.**

Please return your completed application kit to:

**Permit and Licence Management**  
**Department of Environment and Heritage Protection**  
GPO Box 2454  
Brisbane  
Queensland 4001

Enquiries: **1300 130 372**  
Facsimile: (07) 3896 3342  
Email: [palm@ehp.qld.gov.au](mailto:palm@ehp.qld.gov.au)

Code of Practice or guidelines may be obtained from the EHP website <http://www.ehp.qld.gov.au> or by contacting the EHP Referral Centre on 1300 130 372.