



## APPLICATION FOR FLORA TAKING (OTHER PURPOSES) CROWN LAND LICENCE

(Pursuant to Regulation 61 of the *Biodiversity Conservation Regulations 2018*)

### NOTE TO ALL APPLICANTS:

- Please complete ALL sections, and all relevant forms. Further information may be obtained from the Wildlife Licensing Section, **9219 9836** or [wildlifelicensing@dbca.wa.gov.au](mailto:wildlifelicensing@dbca.wa.gov.au).

**Application should be mailed to:** Wildlife Licensing Section  
Department of Biodiversity, Conservation and Attractions (DBCA)  
Locked Bag 30, Bentley Delivery Centre, WA 6983.

Email to [wildlifelicensing@dbca.wa.gov.au](mailto:wildlifelicensing@dbca.wa.gov.au), faxed to (08) 9219 8242

### 1. Applicant details

Mr / Mrs / Ms / Dr	First Name				
	Other names (middle)				
	Surname				
Residential Address					
Suburb		Postcode		State	
Postal Address					
Suburb		Postcode		State	
Email:					
Phone Contact No.		Date of Birth	____/____/____		
Previous Licence No.		Previous Licence expiry	____/____/____		
Proof of identification (photo identification required, eg, driver's licence, passport)	<input type="checkbox"/>	Attached			

### 2. Prior Convictions

Have you been convicted of any wildlife or plant related offence in the past 5 years?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
If Yes, please provide details (offence, date)				

### 3. Purpose of taking activities and application fee (Payment details on last page of application)

Purpose	New application		Renewal application*	
	1 year	3 years	1 year	3 years
Research/study – <b>attach proposal</b>	<input type="checkbox"/> \$90 (\$45)	<input type="checkbox"/> \$160 (\$80)	<input type="checkbox"/> \$60 (\$30)	<input type="checkbox"/> \$130 (\$65)
- Specimen vouchering/identification - Non-commercial propagation - Wildflower show/display	<input type="checkbox"/> \$45 (\$22.50)	<input type="checkbox"/> \$75 (\$37.50)	<input type="checkbox"/> \$30 (\$15)	<input type="checkbox"/> \$60 (\$30)
Educational Institution or Government staff	<input type="checkbox"/> \$45	<input type="checkbox"/> \$75	<input type="checkbox"/> \$30	<input type="checkbox"/> \$60
Other (eg. Hobby, art, personal use)	<input type="checkbox"/> \$45	<input type="checkbox"/> \$75	<input type="checkbox"/> \$30	<input type="checkbox"/> \$60

\* A **renewal** is only granted when an application is received prior to a current licence expiring

Please briefly describe the purpose of flora taking activities:

**A 50% fee reduction (amount shown in brackets in payment table) applies for the following:**

- Full-time undergraduate students undertaking research/study
- Volunteers taking specimens for identification purposes for local regional herbariums
- Volunteers taking for non-commercial propagation for registered not-for-profit organisations
- Volunteers collecting for wildflower shows (where the flora is not sold)

Applying for fee reduction      Fee payable \$ \_\_\_\_\_

Written evidence (proof of course enrolments/requirements, society membership or reference from not-for-profit organisation) must be attached to this application before any fee reduction will apply.

Attached

**4. Locations to which application applies** (*detail all that you propose to collect on*)

Tenure	Write details in the tenure sections that are relevant
<p><b><u>Crown land not managed by DBCA</u></b>                      (written permission must be obtained from the relevant Crown land manager eg. LGA/Department/etc)</p>	Crown land manager/s: _____ _____ _____ _____
<p><b><u>Unallocated Crown Land (UCL)</u></b>                      (permission granted by the relevant DBCA district/region via an 'Access to land' permission)</p>	DBCA District/Region where UCL is located: _____ _____ _____ _____
<p><b><u>CALM Act lands</u></b>                      eg. National Parks, Nature Reserves, State Forests                      (contact Wildlife Licensing for a Regulation 4 Authority application form)</p>	Name/s of CALM Act land: _____ _____ _____ _____  <input type="checkbox"/> Proposal attached which includes information to justifying taking flora from CALM Act land as opposed to other Crown lands or private property

**5. Flora to be taken**

Propagation material, other than threatened species

Specimens for identification purposes only, other than threatened species

Targeted species (attach list if more space is required)

Scientific name	Common name	Part to be taken (eg. Flowering stems, cones, seeds, whole plant)

As attached (detailing species and parts proposed to be taken)

**6. Other information**

Please attach any other documentation or comments relevant to your application

**7. Use and disclosure of information**

Information that you provide will be used and disclosed in accordance with sections 274 and 275 of the Biodiversity Conservation Act 2016 (WA). This may include use for licence monitoring and compliance, to inform you of any licence of legislative requirements or changes, to seek your feedback on wildlife related licensing and legislation, and disclosure to other State and Commonwealth agencies for administration or enforcement purposes. You also consent to the release of information concerning the grant of the licence, and of any conditions of the licence, in response to inquiries made to the Department.

**8. Declaration by applicant**

<input type="checkbox"/>	Yes	I understand that there are penalties for making false or misleading statements in or in connection with a licence application and that making false or misleading statements may lead to the cancellation of my licence and may affect my ability to hold licences in the future. All details provided by me to DBCA in relation to this application are true and correct, and I consent to the use and disclosure of information for the purposes described in the 'Use and disclosure of information' section above.
<b>Signed:</b>		<b>Date:</b> ___ / ___ / ___

**PAYMENT METHODS**

<input type="checkbox"/> CASH (enclosed)		
<input type="checkbox"/> CHEQUE / MONEY ORDER (enclosed)	Payable to Department of Biodiversity, Conservation and Attractions ("DBCA") to be attached to completed application form.	
<input type="checkbox"/> EFT TRANSFER	Acct Name: DBCA BSB: 066-040 Account No.: 11300006	Ref: "61 Surname, Initial" (max 18 characters)
<input type="checkbox"/> CREDIT CARD (details below)		
<input type="checkbox"/> Payment received at DBCA district/regional office	Date:	
	Name of officer:	
	<input type="checkbox"/> Copy of receipt attached	

**\*Any details below will be detached and destroyed once payment is processed. Please print clearly**

**VISA / MASTERCARD (Please circle)**

Name of Cardholder: \_\_\_\_\_ Signature: \_\_\_\_\_ Amount: \$ \_\_\_\_\_  
 Card No: \_\_\_\_\_ Expiry Date: \_\_\_\_/\_\_\_\_

## ACCESS TO LAND FOR A DESIGNATED ACTIVITY

(Pursuant to Regulation 101 of the *Biodiversity Conservation Regulations 2018*)

A person who is authorised to carry out a designated activity under a licence must not, for the purposes of the designated activity, enter land that is not in the possession or under the control of the holder of the licence without written authorisation of an owner or occupier of the land to enter the land and to carry out the designated activity.

**Written approval from the land owner or occupier must be attached to the licence during licensed activities.**

<b>1. Designated Activity</b>	Taking flora in accordance with a Biodiversity Conservation Regulations 2018 Reg 61 Flora taking (other purposes) licence.		
<b>2. Land Owner / Occupier Information</b>			
<input type="checkbox"/> Land Owner / Land Owner representative	<input type="checkbox"/> Land Occupier		
First name			
Surname			
Job Title			
Phone contact No.			
Location details			
<b>3. Person authorised to take flora</b>			
First name			
Surname			
Residential address			
Phone contact No.		Licence No. (reg 61)	
<b>4. Approval</b>			
Approval is valid	<input type="checkbox"/>	Until r. 61 licence expiry of listed person	
	<input type="checkbox"/>	From	____/____/____ to ____/____/____
<input type="checkbox"/>	<b>I give approval for the person listed on this authorisation to take flora according to their BC Reg 61 licence, on the above-mentioned property.</b>		
Signature		Date signed	____/____/____
<b>5. Additional Information</b> (information relevant to access to the specified land for this designated purpose)			

### NOTE

*This is not a prescribed form. Written authorisation to access land for this designated activity may be provided by a land owner/occupier in any format providing it details location (including lot or location number, street/road, suburb and local government authority where relevant), land owner or occupier name and contact phone number, the time period that the authorisation is valid for, and is signed and dated.*

*A land owner/occupier may revoke an access to land permission if the person licensed to undertake the designated activity is not acting in accordance with any information as indicated for access to the specified land.*