



**APPLICATION FOR PRIVATE LAND SUPPLIER'S LICENCE**  
(Pursuant to Regulation 63 of the *Biodiversity Conservation Regulations 2018*)

**NOTE TO ALL APPLICANTS:**

- Please complete ALL sections. Further information may be obtained from the Wildlife Licensing Section, **9219 9836** or [wildlifelicencing@dbca.wa.gov.au](mailto:wildlifelicencing@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 [wildlifelicencing@dbca.wa.gov.au](mailto:wildlifelicencing@dbca.wa.gov.au), faxed to (08) 9219 8242

**Complete 1A OR 1B**

**1A. Applicant details - INDIVIDUAL**

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	___/___/___	
<b>Proof of identification</b>	(photo identification required, eg, driver's licence, passport)			<input type="checkbox"/> Attached

**1B. Applicant details – COMPANY / BODY CORPORATE**

Company Name				
Business Address				
Suburb		Postcode		State
Postal Address				
Suburb		Postcode		State
Name of contact person				
Email		Phone Contact No.		
Previous Licence No.		Previous Licence expiry	___/___/___	
<b>Proof of identification</b>	(eg. ABN, ACN registration documentation)			<input type="checkbox"/> Attached

Refer 'Responsibility of certain persons,' *Biodiversity Conservation Act 2016 Part 13 Div 2 for liability information*

**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. Proposed activities

<input type="checkbox"/>	Storage of flora for supply purposes	<input type="checkbox"/>	Flora taken under previous DBCA licence	Licence No./s
		<input type="checkbox"/>	Flora taken lawfully from private property for supply	If whole plants, timber or firewood, attach evidence of lawful take (clearing permit or exemption) to this application (eg. approved building envelope if exemption Reg 5, Item 1, etc)

*If only storing flora, and not taking any further flora for supply, please go to Section 6.*

#### AND / OR

<input type="checkbox"/>	<u>Take flora</u> from private property for the purpose of supply	Please provide details in Section 4
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### 4. Locations to which *take for supply* application applies

*Written approval from the land owner or occupier to take specified flora must accompany this application in order for the licence to be processed.*

Local Government authority ie. Shire or City	Street Address (eg. Avon Location 123, Flora Road, Floraville)	Owner/Occupier Name

### 5. Flora to be taken *(select all that apply)*

<input type="checkbox"/> Whole plants/timber/firewood			
Scientific name	Common name	Parts to be taken (e.g. Whole plant, timber, firewood)	Quantity (No. for whole plants, tonnage for timber/firewood)

Attach evidence of lawful take (clearing permit or exemption) to this application  
(eg. approved building envelope if exemption Reg 5, Item 1, etc)

<input type="checkbox"/> Targeted species (attach list if more space required)		
Scientific name	Common name	Parts to be taken (e.g. Flowering Stems, Fruits/Nuts, Seeds, Leaves, Cuttings)

<input type="checkbox"/> Seed/stems of all flora, other than threatened or priority species
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**6. Duration of licence and fees (tick one)***Payment details on last page*

<b>Renewal</b> application fee*	<input type="checkbox"/>	1 year	\$30
	<input type="checkbox"/>	3 years	\$60
<b>New</b> application fee	<input type="checkbox"/>	1 year	\$45
	<input type="checkbox"/>	3 years	\$75

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

**10. 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 or 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.

**11. 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: "63 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 and/or possessing for supply, flora, in accordance with a Biodiversity Conservation Regulations 2018 Reg 63 Flora taking (other purposes) licence.		
<b>2. Land Owner / Occupier Information</b>			
<input type="checkbox"/> Land Owner	<input type="checkbox"/>	Land Occupier	
First name			
Surname			
Residential address			
Phone contact No.			
Location details			
<b>3. Person authorised to take flora</b>			
First name			
Surname			
Residential address			
Phone contact No.		Licence No. (reg 63)	
<b>4. Approval</b>			
Approval is valid	<input type="checkbox"/>	Until r. 63 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 supply flora according to their BC Reg 63 licence, taken from 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.*