



Our reference:

[Insert addressee's name and address]

Dear [insert name]

OFFER OF FENCING ASSISTANCE & FENCING AGREEMENT

I am writing on behalf of the NSW National Parks and Wildlife Service (NPWS) to offer you assistance to construct a fence along the boundary between your property and [insert name] National Park.

NPWS recognises the value and mutual benefit that appropriate boundary fences provide. NPWS will provide assistance for the construction of a fence as detailed in this letter and in the attached schedule.

NPWS offer

NPWS is offering to:

- Purchase and supply an agreed quantity of fencing materials required to construct the boundary fence; and
- Reimburse agreed costs incurred where plant is used to perform any necessary line clearing on the park side of the fence.

To take up this offer

If you wish to take up this offer, please contact the NPWS [insert name] office on [insert phone no.] to arrange for a NPWS officer to meet with you. The details of the fencing materials and assistance to be provided will be discussed and detailed in the attached schedule. The terms that will apply to NPWS's assistance are also set out in the attached schedule.

If the details of assistance and the terms of the NPWS offer are acceptable, then an agreement will be formed when both you and NPWS sign the attached schedule. NPWS will then provide fencing assistance consistent with the agreed terms and the attached schedule.

If you have any questions regarding this process, please do not hesitate to contact me on [insert phone no.] or by email on [insert name@environment.nsw.gov.au].

Yours sincerely

[insert name]

Area Manager – [insert name – Mudgee, Nattai, etc.]
National Parks and Wildlife Service

[INSERT LOCAL NPWS ADDRESS & PHONE NOS]

Schedule – Fencing Assistance & Agreement

Owner's name	
Contact details	
Description of the lands to be fenced. Please attach a map showing the fence line	
Any relocations of fence line anticipated?	
Estimated length of fencing required (km)	
Description of fence required (e.g. to control stock)	
Materials required	a) ____ (No) of ____ ^m star section posts b) ____ (No) of ____ ^m _____ (type) droppers c) ____ (No) of ____ ^m rolls of ____ ^{mm} (gauge) plain tensile wire d) ____ (No) of ____ ^m rolls of ____ ^{mm} (gauge) barbed tensile wire e) Other materials (specify): _____
Arrangements for materials to be collected	
Estimated length of clearing required within NPWS boundary (km)	
Plant required – clearing on NPWS side of fence	
Terms of Agreement	<p>The work must be of a standard and level of construction which is expected of similar fence types in the area.</p> <p>Care must be taken to ensure that the replacement or repaired fence follows the path of the existing fence line or the park boundary. Any alterations to the location of the existing fence line must be made in consultation with the local NPWS office.</p> <p>The materials must be returned to NPWS if the fencing is not constructed within 12 months of the offer being accepted.</p>
Other comments	
Owner's signature	I, _____ agree to the supply of fencing material from NPWS as detailed above on the terms set out above. Date: : _____ Signed: _____
NPWS signature 1. Materials approved. 2. Attached map approved	Signed: _____ Dated: _____ Name: _____ Position: _____
Materials supplied	Date: _____ Location: _____ Name: _____ Position: _____ Signed: _____