

Section 120 *National Parks & Wildlife Act 1974*

## APPLICATION FOR A NATIVE ANIMAL KEEPERS' LICENCE

### Follow these steps:

1. Only use this application form if you are a resident of NSW.
2. Read the NOTES below and complete the rest of the application form.
3. Tick the box for the class(es) of licence you wish to apply for. You can apply for more than one class at a time.
4. Tick the fee for each class you wish to apply for. Add up the fee amount for each class and write in the total fee. This will be the total amount you need to pay. If applying on the basis of a pensioner discount, you will need to provide details of your pension card type and pension card number.
5. Tick whether you will use a web based electronic Animal Keepers' Record Book (register on-line at <http://www.animalkeepers.environment.nsw.gov.au/> or if you will use a paper based record book.
6. Email the form to [wildlife.licensing@environment.nsw.gov.au](mailto:wildlife.licensing@environment.nsw.gov.au) or post it to Wildlife Licensing and Management Unit, PO Box 1967, Hurstville NSW 1481. You can also apply on-line at [www.licence.nsw.gov.au](http://www.licence.nsw.gov.au) and receive a discount.
7. Payment can ONLY be made by Credit Card, Cheque or Money Order (made payable to the Office of Environment and Heritage).
8. You can also find out general information about keeping native animals as pets from the OEH web site located at: <http://www.environment.nsw.gov.au/wildlifelicences/KeepingNativeAnimals.htm>

NOTES

- For inquiries about your application, please call the Wildlife Licensing and Management Unit on 9585 6406 or email [wildlife.licensing@environment.nsw.gov.au](mailto:wildlife.licensing@environment.nsw.gov.au)
- An applicant must be over 16 years of age to apply for a Native Animal Keepers' Licence. If you are under 16 years of age and interested in keeping native animals as pets, you still can, however, the licence application must be in the name of your legal parent/guardian. The licence will be issued in the name of the legal parent/guardian who will be responsible for compliance with the licence conditions while still allowing those under 16 years of age to care for and provide husbandry requirements to the animal(s).
- An applicant cannot possess or acquire any animal(s) before the granting of a Native Animal Keepers' Licence.
- By completing this application I agree to read and too follow the conditions of a Native Animal Keepers' Licence as displayed on the OEH web site at <http://www.environment.nsw.gov.au/wildlifelicences/KeepingNativeAnimals.htm>
- By completing this application I have read and understand what species can be kept under a Native Animal Keepers' Licence as displayed on the OEH web site at <http://www.environment.nsw.gov.au/wildlifelicences/KeepingNativeAnimals.htm>
- Please allow twenty one (21) working days for the processing of your application.
- If a licensee requests that their licence be cancelled within 30 days of being issued, a refund may be paid minus a maximum \$40 administration fee. No refund is possible after 30 days has elapsed or if animals have already been acquired.
- A maximum penalty of \$3,300 applies for supplying a false statement or providing misleading information in an application for a licence or certificate by an applicant.
- This application form contains information that identifies you and is defined as "personal information" under the *NSW Privacy and Personal Information Act 1998* (PIIP Act). OEH collects and manages the personal information you provide in accordance with the PPIP Act. OEH will not use personal information except for purposes listed as exemptions in the PPIP Act.
- Information supplied on this form will be used by officers of OEH to assess your application. Information collected by OEH may be disclosed to third parties for the purposes of confirming information provided by you in this application, and for law enforcement purposes. Personal information collected by OEH will be stored securely and disposed according to OEH Records Management Policy. You have a right of access to modify and/or update your personal information.
- For other inquiries about privacy or access to your information, contact a Right to Information/Privacy Officer on 9995 6080 or 9995 6497 or in writing to Right to Information/Privacy Officer, Office of Environment and Heritage, PO BOX A290, SOUTH SYDNEY NSW 2000.
- The National Parks and Wildlife Service is part of the Office of Environment and Heritage ABN 30 841 387 271.



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<b>CLASS and DURATION</b>	<input type="checkbox"/> Basic Reptile Class <input type="checkbox"/> Basic Bird Class		<input type="checkbox"/> Two years <b>\$63.00</b> (per class)	<input type="checkbox"/> Two years pensioner discount <b>\$50.00</b> (per class)												
	<input type="checkbox"/> Basic Amphibian Class <input type="checkbox"/> Basic Mammal Class		<input type="checkbox"/> Five years <b>\$143.00</b> (per class)	<input type="checkbox"/> Five years pensioner discount <b>\$115.00</b> (per class)												
<b>FEE</b>				<b>TOTAL AMOUNT PAYABLE:</b>	<b>\$</b>											
<b>APPLICANT DETAILS</b>	<b>Mr/ Mrs/ Ms/ Miss/ Dr</b>	Surname name:														
		Given name:														
		Middle name:														
			Date of birth:	dd mm yyyy												
	Postal address:															
			State:										Postcode:			
	Premises where the animal(s) will be kept:															
			State:	N	S	W							Postcode:			
	Home phone:			Mobile no:			Day time phone number:									
	Fax no:			E-mail:												
Tick your preferred option:		<input type="checkbox"/>	I will use the OEH web based electronic Animal Keepers' Record Book													
		<input type="checkbox"/>	I will use a paper based Animal Keepers' Record Book, please post this book to me													
<b>PAYMENT DETAILS</b>	Enter your payment details here if you are paying by Credit Card. You may also pay by cheque or money order (made payable to Office of Environment and Heritage). If you are applying on the basis of a pensioner discount, you must provide details of your pension card below:															
	Pension card type:		<input type="checkbox"/> MasterCard	Credit Card Expiry Date:												
	Pension card number:		<input type="checkbox"/> VisaCard	CVV*												
	* Record the last 3 digits. The CVV number is printed on the back of your credit/debit card directly next to the signature panel strip and the cards account number															
Card number		<div style="background-color: black; width: 100%; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 5px;"></div>														
Name on card:						Card holder's signature:										
<b>DECLARATION</b>	I hereby apply for a Native Animal Keepers' Licence under section 120 of the <i>National Parks and Wildlife Act 1974</i> for the class(es) indicated by me to acquire and hold native animals as listed in the current years NSW Native Animal Keepers' Species List or as otherwise published by the OEH and:															
	<ul style="list-style-type: none"> <li>▪ I declare that the premises nominated above as the place where all my animal(s) will be kept is not used for the conduct of any commercial activity.</li> <li>▪ I declare that the animal(s) held under the licence will not be placed on public display or exhibit.</li> <li>▪ I declare that I do not already have any protected native animal(s) in my possession and will not acquire any protected native animal(s) prior to the granting of a Native Animal Keepers' Licence to me.</li> <li>▪ I declare that I have read and understand the NOTES section of this application form (see page 1).</li> <li>▪ I declare that all the information provided by me in this application is true and correct.</li> </ul>															
Applicant's signature:						Date:		dd mm yyyy								