



DEPARTMENT OF PLANNING, INDUSTRY AND ENVIRONMENT

Advanced Class Native Animal Keeper Licence

Application for a biodiversity conservation licence under Part 2 of the *Biodiversity Conservation Act 2016* to keep native animals as pets

Making an application

Persons wishing to keep native animals listed as 'advanced' class (birds class B2 and B3; reptile classes R2, R3, R4 and R5; and amphibian class A2) on the [NSW Native Animal Keepers' Species List](#) need to obtain an advanced class native animal keeper's licence.

Follow these steps:

1. Tick the box for the classes of licence you wish to apply for. You can apply for more than one advanced class at a time.
2. Follow the column down and select the fee for each class you wish to apply for. Add up the fee amount for each class. This will be the total amount you need to pay.
3. Read the notes and complete the rest of the application form.
4. Email the completed form to wildlife.licensing@environment.nsw.gov.au or post it to:
Wildlife Team
National Parks and Wildlife Service
Department of Planning, Industry and Environment
Locked Bag 5022
Parramatta NSW 2124.

Applications cannot be lodged in or online.

5. Payment can only be made by credit card, cheque or money order (made payable to Department of Planning, Industry and Environment).

Contact us at:

Wildlife Team
National Parks and Wildlife Service
Department of Planning, Industry and Environment
Locked Bag 5022
Parramatta NSW 2124

Phone: 9585 6406

Email: wildlife.licensing@environment.nsw.gov.au

Notes

- An applicant must be over the age of 18 years of age to apply for any advanced class licence.
- An applicant must demonstrate they meet certain criteria before being granted an advanced class, or to apply for a higher category of licence (if applicable).
- If you believe you are eligible for a pensioner discount, you must provide details of your pension card.
- If you have credit remaining from your class 1 licence and are successful in your class 2 application, that remaining credit may be used towards payment of the class 2 licence.

- Lodging an application does not guarantee approval of an advanced class licence. You will be contacted if further information is required to complete the assessment.
- Please allow sufficient time for your application to be assessed. It is recommended that you do not pay deposits to 'hold' animals while your application is being assessed. The Department of Planning, Industry and Environment is not responsible for losses incurred prior to the approval of an upgrade application.
- This application form contains information that identifies you and is defined as personal information under the NSW *Privacy and Personal Information Act 1998* (PPIP Act). The Department collects and manages the personal information you provide in accordance with the PPIP Act. The Department 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 The Department to assess your application. Information collected by the Department 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 the Department will be stored securely and disposed according to the Records Management Policy. You have a right of access to modify and/or update your personal information.
- For further information or enquiries regarding 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, Department of Planning, Industry and Environment, PO Box A290, South Sydney NSW 2000.
- As required by the *Biodiversity Conservation Act 2016*, a public register of wildlife licences will be published on the Department website. The public register will not include personal information of individuals (e.g. name, postal and email address, phone number and date of birth). Information about the location of plants and animals covered by licences will be restricted to post code.
- It is an offence to provide false or misleading information in applications and documents in connection with matters under the *Biodiversity Conservation Act 2016*.

Select the box of the class you are applying to add to your licence. Then select the fee amount for each class and write in the total fee. This will be the total amount you need to pay.

	Reptile	Bird	Amphibian
	<input type="checkbox"/> Advanced non venomous	<input type="checkbox"/> Advanced bird	<input type="checkbox"/> Advanced amphibian
	<input type="checkbox"/> Advanced Category 1	<input type="checkbox"/> Emu endorsement	
	<input type="checkbox"/> Advanced Category 2		
	<input type="checkbox"/> Advanced Category 3		
Two years	<input type="checkbox"/> \$120	<input type="checkbox"/> \$120	<input type="checkbox"/> \$120
Two years pensioner discount	<input type="checkbox"/> \$95	<input type="checkbox"/> \$95	<input type="checkbox"/> \$95
Class fee	\$	\$	\$
Total fee payable			\$

What species (e.g. perentie) or group of species (e.g. broad-tailed parrots) of advanced animal would you like to keep?

Applicant details

Full name	
Date of birth	
Postal address	
Address where animals are kept	
Contact phone number	
Email	

Current licence

What is your existing licence number?	
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Payment details

Enter your payment details here if you are paying by credit card (a merchant fee of 0.4% will be charged to all credit card transactions). You may also pay by cheque or money order (made payable to Department of Planning, Industry and Environment). If you are applying for a pensioner discount, you must also provide details of your pension card.

Credit card	<input type="checkbox"/> Mastercard <input type="checkbox"/> Visa
Name on card	
Card number	
CVV	The CVV 3 digit number is printed on the back of your credit/debit card directly next to the signature panel strip and the cards account number.
Expiry date	
Card holder signature	
Pension card type	
Pension number	

Declaration

I hereby apply for an Advanced Class Native Animal Keeper Licence, a class of biodiversity conservation licence under Part 2 of the *Biodiversity Conservation Act 2016*, for the animal class(es) indicated by me to acquire and possess native animals as listed in the current years' NSW Native Animal Keeper Species List, or as otherwise published by the Department and:

- I declare that the premises nominated above, as the place where all my animal(s) will be held, will not be used for the conduct of any commercial activity.
- I declare that the animal(s) held under the licence will not be placed on public display or exhibit.
- I declare that I do not currently have in my possession any advanced animal(s) from the group of species applied for in this application and will not acquire any such animal(s) prior to the granting of this Advanced Class Native Animal Keeper Licence to me.

- I have read and agree to follow the conditions of an Advanced Class of Native Animal Keeper Licence as displayed on the Department website.
- I declare that all the information provided by me in this application is true and correct.

Signature	
Date	

Class criteria

This section tells you what the criteria are for each advanced class or category of licence. Your application can only be assessed if you have addressed all the criteria for the class or category you are applying for.

Advanced Reptile Non Venomous, Advanced Bird and Advanced Amphibian

1. Be over the age of 18.
2. Have at least two years experience in the care and handling of the relevant species of animals (such as reptiles, birds or amphibians) in a lower class of licence.
3. For reptile applications, the reptile being sought must be from the same taxonomic group or family of reptiles that you have had care and handling experience previously (for example, if you want to keep geckoes in the advanced reptile class, you must have kept geckoes from the basic class first).
4. Can demonstrate you have kept accurate animal records and complied with the conditions of your licence.
5. For Emu Endorsement applications:
 - a. A minimum area of one hectare to be fenced to the standard required for commercial emu farms to contain all emus held under the licence. Please provide an accurate diagram and/or other evidence of your ability to meet enclosure requirements.
 - b. Stocking rate not to exceed two birds per hectare.
 - c. The enclosure holding the emus must not be used for or include an access to the residential premises, right of way, roadway or include the doorways or any other access to the residential dwelling.
 - d. No person may enter the enclosure without the consent of the licensee.
 - e. The licensee is not permitted to sell eggs, egg shells or any part or product derived from emus.
 - f. The prior consent of the Department is required before the disposal or sale of live emus.
 - g. All activities involving the raising, housing, feeding and transport of emus must conform to the standards outlined in the 'Model Code of Practice for the Welfare of Animals: Husbandry of Captive-Bred Emus' that was developed by the Agriculture Council of Australia and New Zealand.

Use this space to tell us how you meet the criteria for the advanced class or category of licence you are applying for. Your application can only be assessed if you have addressed all the criteria for that class.

Advanced Reptile Venomous, Category 1, 2 or 3

1. Be over the age of 18.
2. Have at least one year's experience in the care and handling of reptiles in a lower category of licence (you will start off in category 1 before applying to progress to category 2 and so on).
3. House your reptiles in lockable escape proof cages in a lockable room.
4. Have and maintain a current first aid certificate. Please provide a copy of your certificate.
5. Have and maintain a current 'Emergency Response Plan' to deal with snake emergencies. The plan must include how the licensee proposes to deal with an escaped snake, a snake bite emergency, what first aid equipment is available for the treatment of snake bite, the location of first aid snake bite equipment, location and directions to nearest emergency centre, emergency contact details for ambulance and local emergency hospital as a minimum and the contact details of an experienced reptile handler nearby. The plan must be placed in a readily available place such as on the door of the reptile room.
6. Only people with the same category and level of licence should have access to the reptile keeping area.
7. Submit two signed written references from appropriately qualified people who can attest to your ability, knowledge, experience and suitability to possess the reptile you want to keep. Referees should have extensive experience in the handling and/or husbandry of the species proposed to be held and hold the same or a higher class and category of Native Animal Keeper Licence that you are applying for.
8. Can demonstrate you have kept accurate animal records and complied with the conditions of your licence.

Use this space to tell us how you meet the criteria for the advanced class or category of licence you are applying for. Your application can only be assessed if you have addressed all the criteria for that class.

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