



# Threatened Species Licence

Application for a biodiversity conservation licence under Part 2 of the *Biodiversity Conservation Act 2016* to:

- Harm an animal that is a threatened species or part of an ecological community. A threatened species or ecological community means a species or ecological community identified in Schedule 1 or 2 of the *Biodiversity Conservation Act 2016*.
- Pick a plant that is a threatened species or part of an ecological community. An area of outstanding biodiversity conservation value means an area declared under Part 3 of the *Biodiversity Conservation Act 2016*. Declared areas of outstanding biodiversity value were previously known as 'critical habitat'.
- Damage habitat of a threatened species or ecological community.
- Damage a declared area of outstanding biodiversity value.

## Applicant details

Name	
Australian Business Number (ABN)	
Organisation name	
Position of applicant	
Postal address	
Phone	
Mobile	
Email	

## Describe the action

Location of the action (including grid reference and local government area and delineated on a map)	
Full description of the action and its purpose (e.g. environmental assessment, development, etc.)	
Details of the area to be affected by the action (in hectares)	
Duration and timing of the action (including staging, if any)	

Is the action to occur on land declared as an 'area of outstanding biodiversity value'?

Yes  No

List the threatened species or communities to be harmed or picked

Scientific name	Common name (if known)	Conservation status (i.e. critically endangered, endangered or vulnerable)	Details of the number of individual animals, or proportion and type of plant material (e.g. fertile branchlets for herbarium specimens or whole plants or plant parts)

Describe the condition of habitats and land use in and adjacent to the land to be affected by the action	
Provide details of any known records of a threatened species in the same or similar known habitats in the locality (include reference sources)	
Provide details of any habitat for a threatened species on the land to be affected by the action (include reference sources)	
Provide details of the amount of such habitat to be affected by the action proposed in relation to the known distribution of the species and its habitat in the locality	
Provide an assessment of the likely nature and intensity of the effect of the action on the lifecycle and habitat of the species	
Provide details of measures to avoid or minimise the effect of the action	

## Processing times and fees

The Department will assess your application as soon as possible. You can assist this process by providing clear and concise information in your application.

A \$30 licence application fee must accompany a licence application.

Enter your payment details below if you are paying by credit card (a merchant fee of 0.4% will be charged to all credit card transactions). Please ensure you provide your signature to authorise the transaction.

Card type	<input type="checkbox"/> MasterCard <input type="checkbox"/> Visa
Card number	
Expiry date month/year (xx/xx)	
CCV number (this is located on the back of your credit/debit card next to the signature panel strip)	
Amount (\$)	
Cardholder's name (as it appears on the card)	
Cardholder's signature	

You may also pay by cheque or money order made payable to the Department of Planning, Industry and Environment. Cheques and money orders should be mailed with the application form.

### Additional fees

The Department may charge an additional fee if the costs of assessing the application are likely to exceed the standard \$30 fee. If an additional fee is required, the Department will contact you in writing to advise the reasons for the additional fee before assessing your application.

### Protected animals and protected plants

- Protected animals means animals identified in Schedule 5 of the *Biodiversity Conservation Act 2016*.
- Protected plant means a plant of a species named in Schedule 6 of the *Biodiversity Conservation Act 2016*.

Licensing provisions for protected animals and protected plants are contained within Part 2 of the *Biodiversity Conservation Act 2016*. The Threatened Species Licence class of biodiversity conservation licences may be extended to include protected animals and protected plants when these will be affected by the action.

If you are applying for a licence to cover both threatened and protected species, please provide the information requested in Item 10 as well as a list of protected species and details of the number of individual animals or proportion and type of plant material which are likely to be harmed or picked.

## Request for additional information

The Secretary may, after receiving the application, request additional information necessary for the determination of the licence application.

## Public Register of Threatened Species Licences

Licences granted under Part 2 of the *Biodiversity Conservation Act 2016* to:

- harm or pick a threatened species or ecological community
- damage habitat of a threatened species or ecological community
- damage declared areas of outstanding biodiversity value

are listed on the Department website at [Public Register of Threatened Species Licences](#).

## Declaration

I confirm that the information contained in this application is correct. I hereby apply for a biodiversity conservation licence under the provisions of Part 2 of the *Biodiversity Conservation Act 2016*.

Applicant's name	
Applicant's position and organisation	
Applicant's signature	
Date	

**We recommend that all new Threatened Species Licence applications are submitted electronically to avoid delays due to COVID-19.**

For more information or to lodge this form, contact your local office:

Greater Sydney – Biodiversity and Conservation  
Locked Bag 5022  
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