



NSW National Parks
& Wildlife Service
Office of Environment & Heritage

Licence to Catch and Release Possums

Application for a biodiversity conservation licence under the
Biodiversity Conservation Act 2016 to catch and release possums

PLEASE USE BLOCK LETTERS TO COMPLETE THIS FORM

Title: Mr Mrs Ms Miss	Company Name:																
	Applicant's Surname Name:																
	Applicant's First Name:																
	Applicant's Middle Name:																
	Applicants Date of Birth:	dd mm yyyy															
	Position within Company:																
	Company Postal address:																
		State:						Postcode:									
Business address																	
Daytime phone number:									Mobile number:								
Email:																	
Australian Company Number (ACN)*:																	
* if you have an ACN number and wish your other company employee's to be authorised under this licence, please provide their details below:																	
First Name	Middle Name				Surname				Date of Birth								
Australian Business Number: (ABN)																	

I do hereby apply for a biodiversity conservation licence under Part 2 of the *Biodiversity Conservation Act 2016* to live-trap and release nuisance possums. The fee of **\$30.00** is attached. I have read and understand the **Possums in your roof** brochure and the *Management of Possums* policy (these can be viewed at the OEH website <http://www.environment.nsw.gov.au/animals/TheBrush-tailedPossum.htm>). I understand the conditions listed on the back of this form will apply to a licence if granted.

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 Office of Environment and Heritage). The fee is \$30.00															
	<input type="checkbox"/> MasterCard		Credit Card Expiry Date:				CVV*									
	<input type="checkbox"/> Visa															
	* 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															
	Total amount to be debited: \$															
	Card number															
	Name on card:								Card holder's signature:							
	Do you give permission for OEH to publish your name, contact phone number, email address and/or web address on the website: www.environment.nsw.gov.au														Yes/No	
	Applicant's signature:								Date:				dd mm yyyy			

Privacy statement

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 PIIP Act. OEH will not use personal information except for purposes listed as exemptions in the PIIP 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 the OEH 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, Office of Environment and Heritage, PO BOX A290, SOUTH SYDNEY NSW 2000.

Public register

As required by the *Biodiversity Conservation Act 2016*, a public register of wildlife licences will be published on the OEH 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.

Offences

It is an offence to provide false or misleading information in applications and documents in connection with matters under the *Biodiversity Conservation Act 2016*.

Standard Possum Licence Conditions

1. For the purposes of this licence and conditions the term:
 - a. “OEH” means: the Office of Environment and Heritage;
 - b. “BC Act” means: the *Biodiversity Conservation Act 2016*;
 - c. “cage traps” means: a trap with dimensions of at least 60cm by 30cm by 30cm;
 - d. “property” means: the place identified in the property address;
 - e. “harm” is restricted to the trap and release of animals.
2. The licensee may issue an authority to an employee to operate under the terms of this licence.
3. The licensee will ensure that persons operating under the authority of this licence will be provided with a copy of the licence and comply with all the conditions of the licence.
4. A register of the full names and date of birth of all persons (employees) operating under the terms of this licence must be maintained by the licensee and submitted with their annual licence renewal.
5. The licensee must not kill or injure any animals whilst carrying out activities in connection with this licence.
6. The licensee must only harm animals on properties where the landholder holds a valid Landholder's Licence to Harm Protected Animals under Part 2 of the BC Act.
7. Animals harmed under this licence must be caught live using cage traps.
8. Lethal traps, leg snares, or poison of any kind must not be used to harm animals.
9. Animals must not be left in a cage for a period of more than 24 hours.
10. The licensee must check each cage daily between the hours of 5am and 10am.
11. Any animals harmed must only be removed from a roof cavity whilst the animal is inside a cage covered by a permeable material.
12. The licensee must release animals:
 - a. unharmed;
 - b. after sunset;
 - c. on the property on which they were captured; and
 - d. within 150m from the point of capture.
13. The licensee must release animals against a structure that they can immediately climb.
14. The licensee must not release animals in an area where there is a high probability of injury or death.
15. After capturing animals and prior to their release, the licensee must make a reasonable effort to have the roof cavity sealed. This must be done after the licensee has checked there are no remaining animals within the roof cavity.
16. The licensee must provide animals in cages with adequate food and water.
17. Animals inside a cage must only be moved in a manner that provides:
 - a. adequate ventilation; and
 - b. protection from wind, rain, and temperature extremes.
18. Cage traps must only be placed:
 - a. on level surfaces;
 - b. above a height of (insert) in order to be out of reach of cats and dogs; and
 - c. in an area protected from wind, rain, and direct sunlight.
19. The licensee must keep a true and accurate record of the capture and release of each individual animal harmed under this licence.
20. The licensee must ensure that capture and release records are completed and submitted to the OEH Wildlife Team before the licence expiry date.
21. Pouch young and dependant young are not included in the total number of animals that may be harmed under this licence.

Inquiries/applications should be directed to:

Wildlife Team
Office of Environment and Heritage
PO Box 1967
HURSTVILLE NSW 1481

Phone: 02 9585 6406

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

OEH 2017/0464
August 2017