

# Private Wildlife Licence Application Form

- Wildlife Basic Licence** Authorises the holder to possess, keep, breed, buy, sell and dispose of any wildlife (whether alive or dead) listed in Schedules 2 & 7 of the Wildlife Regulations 2013 for non-commercial purposes.
- Wildlife Advanced Licence** Authorises the holder to possess, keep, breed, buy, sell and dispose of any wildlife (whether alive or dead) listed in Schedules 2, 3 & 7 of the Wildlife Regulations 2013 for non-commercial purposes.
- Wildlife Specimen Licence** Authorises the holder to possess, keep, buy, sell and dispose of prepared or mounted specimens of any dead wildlife for non-commercial purposes.

The minimum age for applicants is 10 years of age. A licence will only be issued to you for your primary residential address. Any licence issued that is based on false or misleading information is invalid and may lead to forfeiture of wildlife and prosecution. This form is not valid after 30 June 2022.

## 1. Your personal details

Title	First name	Other name/s	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of birth	Gender ( <i>select one</i> )		
<input type="text"/>	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Intersex		

Eligibility under the *State Concessions Act 2004*

Yes, I hold a Centrelink Health Care Card or Veterans' Affairs Pensioner Concession Card or Centrelink Pensioner Concession Card or Veterans' Affairs Gold Card (see Part 11 for further information).

## 2. Your residential address

*Wildlife may only be kept at your primary residential address and as specified on the licence*

Flat / Unit No.	House/Lot No.	Street name
<input type="text"/>	<input type="text"/>	<input type="text"/>
City/Suburb/Town		Postcode
<input type="text"/>		<input type="text"/>

## 3. Your postal address

*If the same as the above address, please write 'As above'*

Flat / Unit No.	House/Lot No.	Street name or PO Box
<input type="text"/>	<input type="text"/>	<input type="text"/>
City/Suburb/Town		Postcode
<input type="text"/>		<input type="text"/>

## 4. Your contact details

Telephone No.	Mobile No.	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>

## 5. Prior convictions

Have you been convicted of any offence in Victoria under the *Wildlife Act 1975* or the *Prevention of Cruelty to Animals Act 1986* within the last 10 years? If "Yes", give details below:

Description of offence	Year	State
<input type="text"/>	<input type="text"/>	<input type="text"/>

## 6. For applicants under 18 years of age:

### a) Parental permission for you to apply for a wildlife licence

I, being the person named below as the parent or legal guardian of the Applicant, give my permission to make this application.

Name of Parent or Legal Guardian	Signature of Parent or Legal Guardian
<input type="text"/>	<input type="text"/>
Daytime Contact Telephone No.	Date
<input type="text"/>	<input type="text"/>

### b) Parental permission for you to possess venomous snakes

I, being the person named below as the parent or legal guardian of the Applicant, give my permission for the possession of venomous snakes if this application is successful.

- Yes      If 'Yes', you must attach documentary evidence of your competency in the safe-handling of venomous snakes. Contact the DELWP Customer Service Centre on 136 186 for details.
- No

Name of Parent or Legal Guardian	Signature of Parent or Legal Guardian
<input type="text"/>	<input type="text"/>
Daytime Contact Telephone No.	Date
<input type="text"/>	<input type="text"/>

## 7. Do you have any wildlife in your possession at the time of this application?

If 'yes' please provide further information below. Please attach a separate sheet if more space is required.

Species	Quantity	Alive / Dead	Licence No.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## 8. Collection, use and disclosure of personal information

### **Privacy and Data Protection Act 2014**

The Department of Environment, Land, Water and Planning (DELWP) is committed to protecting personal information provided by you in accordance with the principles of the Victorian privacy laws. The information you provide will be used to monitor compliance with licence conditions and to provide information about any changes to legislative requirements. Your contact details may also be used by DELWP or its contracted service providers under confidentiality agreements to survey you about your experience with DELWP or to seek feedback related the keeping of wildlife. A licence may not be issued if the information required is not provided.

The information you provide will also be made available to any authorised law enforcement agency.

You may access the information you have provided to DELWP by contacting the Customer Service Centre on 136 186.

## 9. Declaration by Applicant

I understand that there are penalties for making a false declaration and that any licence issued as a result of a false declaration will be cancelled and may affect my eligibility to keep wildlife in the future and that all details provided by me on this form are true and correct. I also consent to the collection, use and disclosure of my personal information for the purposes described in Part 8.

Signature of Applicant

Date

## 10. What type of licence are you applying for?

Select [x] to indicate the licence type and term you require.

Wildlife Basic Licence  30 September 2022 **or**  30 September 2024

Wildlife Advanced Licence  30 September 2022 **or**  30 September 2024

Wildlife Specimen Licence  30 September 2022

## 11. How much will my licence cost?

If your application is approved, you will receive a Payment Notice showing the amount payable and options for payment.

The amount payable is calculated in accordance with Regulation 19(3) of the Wildlife Regulations 2013, taking into account the Annual Rate (below), the number of months (or part months) remaining of the term, less 50% concession (if eligible).

Licence type	Annual rate
Wildlife Basic Licence	\$100.70
Wildlife Advanced Licence	\$186.37
Wildlife Specimen Licence	\$15.03

\*Annual rates (above) effective from 1 July 2021

**You are eligible for the concession rate if you hold:**

### Centrelink Health Care Card



### Veterans' Affairs Pensioner Concession Card



### Centrelink Pensioner Concession Card



### Veterans' Affairs Gold Card



**Please note that Student Cards do not meet eligibility requirements for the concession rate.**

If you are claiming a concession rate, you may be asked to provide proof of eligibility. False or misleading information may result in the cancellation of your licence.

### 13. Application lodgement process

1. **Send your completed application to [wildlifelicencing@delwp.vic.gov.au](mailto:wildlifelicencing@delwp.vic.gov.au)**  
or: Permissions Delivery  
Department of Environment, Land, Water and Planning  
475 Mickleham Rd  
Attwood VIC 3049
2. **If your application is approved, a Payment Notice will be sent to you for payment within 30 days. If you have provided an email address in Part 4, your Payment Notice will only be emailed to the address specified.**
3. **When your payment is processed, your Wildlife Licence and *Protected Wildlife Record Book* will be sent to you via Australia Post. Electronic licences and Record Books are not available at this time.**

Please note: Please allow at least 2 weeks to receive your wildlife licence and Record Book after payment has been received. Incomplete or incorrect applications may delay approval of your application.

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'Private Wildlife Licence Application Form - Version 21.2'

First Printed June 2021

Authorised and published by the Victorian Government, Department of Environment, Land, Water and Planning, 8 Nicholson Street, East Melbourne June 2021.

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