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|  | **Notification of Theft, Loss, Damage or Escape** |
| About this Form Use this form to notify DEECA of any escaped wildlife (including dingos), the loss or theft of wildlife held under any Wildlife Licence or the loss, theft or damage to any record book or copies of previous return forms. This form is not valid after 30 June 2026. | |

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| 1. Wildlife licence | | | | | | |
| Licence no. |  | Licence holder’s name |  | Telephone no. |  | Fax no. |
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| 2. Document theft, loss or damage | | | | | | | | | | | |
| Documents | Reason *Please select [x]* | | | | | | | Incident date | | Fees | Amount payable |
| Wildlife Licence |  | Theft |  | Loss |  | Damage |  | | $16.81 each | |  |
|  |  |  |  |  |  |  |  | |  | |  |
| Record Book |  | Theft |  | Loss |  | Damage |  | | $16.81 each | |  |
|  |  |  |  |  |  |  |  | |  | |  |
| Completed Return Forms |  | Theft |  | Loss |  | Damage |  | | Nil | |  |
|  | | | | | | | | | | |  |
| **TOTAL AMOUNT PAYABLE** | | | | | | | | | | |  |

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| 3. Wildlife escape or theft | | | | | | | | |
| Incident type *Please select [x]* | | | | Incident date | Taxa of wildlife | | | No. of specimens |
|  | Theft |  | Escape |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | Theft |  | Escape |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | Theft |  | Escape |  |  |  |  |  |

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| 4. Dingo escape or theft | | | | | | | | |
| Incident type *Please select [x]* | | | | Incident date | Microchip number | | | Dingo name (if any) |
|  | Theft |  | Escape |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | Theft |  | Escape |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | Theft |  | Escape |  |  |  |  |  |

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| 5. Declaration | | |
| “I understand that there are penalties for making a false declaration and that any permit issued as a result a false declaration will be cancelled, and may affect my eligibility to keep wildlife in the future. I hereby declare that all details provided by me on this form are true and correct.” | | |
| Full name |  | Date of birth |
|  |  |  |
| Signature |  | Date |
|  |  |  |

## Further information:

In Victoria, Wildlife Licences and authorisations are issued under the *Wildlife Act 1975* and the Wildlife Regulations 2013.

#### Theft or escape of wildlife

Holders of a Wildlife Licence have an obligation to notify DEECA of any theft or loss of wildlife, including:

* Report any escape or theft relating to a wildlife licence to a member of the police force within two business days of becoming aware of the theft; and
* Record the incident in your Wildlife Record Book; and
* If you have reported the theft to Victoria Police, you must retain a copy of the police report.

#### Theft, loss or damage to Record Books and Return Forms

* Holders of a Wildlife Licence must notify DEECA of the theft, loss of or damage to any record book or return form or a copy of a return form within two business days of being aware of the theft, loss or damage.
* If a Wildlife Record Book has been lost or damaged, the holder of the Wildlife Licence must pay a maximum fee of 1 fee unit for each replacement record book.

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| 6. Lodgement |

**Send your completed form to:**

[wildlifelicensing@deeca.vic.gov.au](mailto:wildlifelicensing@deeca.vic.gov.au)

or: Conservation Regulator

Department of Energy, Environment and Climate Action

475 Mickleham Rd

ATTWOOD VIC 3049

**If payment is required, a Payment Notice will be sent to you for payment within 30 days.  
Once licence fees are paid, refunds will not be issued for change of mind.**

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

The Department of Energy, Environment and Climate Action (DEECA) 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 DEECA or its contracted service providers under confidentiality agreements to survey you about your experience with DEECA 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 DEECA by contacting the Customer Service Centre on 136 186.

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