



Private wildlife licence guide

THINGS YOU NEED TO KNOW
2025

CONSERVATION
REGULATOR VICTORIA

Private wildlife licence guide

 Read online

vic.gov.au/private-wildlife-licence-guide

Traditional Owners acknowledgment

We acknowledge and respect Victorian Traditional Owners as the original custodians of Victoria's land and waters, their unique ability to care for Country and deep spiritual connection to it. We honour Elders past and present whose knowledge and wisdom has ensured the continuation of culture and traditional practices.

We are committed to genuinely partner, and meaningfully engage, with Victoria's Traditional Owners and Aboriginal communities to support the protection of Country, the maintenance of spiritual and cultural practices and their broader aspirations in the 21st century and beyond.

Accessibility

If you would like to receive this publication in an alternative format, please telephone the DEECA Customer Contact Centre on 136 186, email customer.service@deeca.vic.gov.au, or via the National Relay Service on 133 677 or accesshub.gov.au. This document is also available on the internet at conservationregulator.vic.gov.au

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Introduction

Native wildlife can be unique and fascinating companion animals. Anyone who keeps wildlife must have the appropriate licence for the species they possess and meet the minimum standards for wildlife care and welfare. The purpose of this guide is to help holders of a private wildlife licence (basic or advanced) meet the conditions of their licence.

➤ Visit Wildlife Regulations 2024

legislation.vic.gov.au/in-force/statutory-rules/wildlife-regulations-2024

Wildlife basic and advanced licences are collectively referred to as private wildlife licences.

Private wildlife licences allow the Victorian community to legally keep certain species of captive bred native wildlife in their homes. However, wildlife are not domesticated – meaning they have not been selectively bred to happily coexist alongside humans. Many wildlife species retain their wild instincts and behaviours which can result in stress and poor health when kept inappropriately in captivity, regardless of whether they are captive bred.

Private wildlife licences allow possession of wildlife for private (not commercial) purposes. The difference between the basic and advanced licence types are the species that may be kept, with the advanced licence including the same species as the basic licence plus some that have more complex or demanding care requirements, or that may be less common in legal trade. See [Keeping and trading wildlife](#) on page 10 for further information.

Some wildlife species do not require a licence if you are keeping them privately as companion animals. Those species are listed in Schedule 4 of the [Wildlife Regulations 2024](#). Wildlife held under a basic or advanced licence must come from a captive-bred source. No wildlife can be taken from the wild. As with a non-wildlife pet, you must look after your wildlife, provide vet care as needed, make sure they have access to food and clean water, and provide an environment that is safe, clean and interesting.

Private wildlife licences do not allow any commercial activity including public display or demonstrations of wildlife, or large-scale commercial sale. Visit the Conservation Regulator website for more information on [commercial wildlife licences](#).

The welfare of captive wildlife as well as the sustainability of wild populations is reliant on licence holders understanding and following their licence conditions. This guide supports licence holders to be support the wellbeing of their companion animals by understanding and complying with their obligations under their wildlife basic or advanced licence.

Wildlife licences in Victoria

All wildlife in Victoria is legally protected. The Conservation Regulator administers licences, permits and authorisations under the Wildlife Act, which allows the holder of a certain licence type to engage in specific activities relating to wildlife that are illegal for non-licence holders. Information about the different types of wildlife licences, and how to apply, can be found on our website.

→ Page 10 [Keeping and trading wildlife](#)

➤ Visit legislation.vic.gov.au/in-force/statutory-rules/wildlife-regulations-2024

➤ Visit vic.gov.au/commercial-wildlife-licences

All wildlife licence types fall into two categories

Commercial wildlife licence

Commercial licences allow the holder to engage in business activities relating to wildlife. These licences can be issued to a person, corporation, company or other business entity.

Private wildlife licence

Private wildlife licences are designed for individuals who want to keep small numbers of wildlife at home. Private wildlife licence holders are not permitted to engage in commercial activities relating to wildlife, and the wildlife must be kept at the address specified in the licence.

Wildlife conditions that may be attached to a wildlife licence

There are two sets of conditions that may be attached to a wildlife licence:

- 1 Conditions that are stipulated in the Wildlife Regulations. The Wildlife Regulations state who those conditions apply to, and that ranges from all wildlife licence holders to all private wildlife licence holders.
- 2 Additional conditions that are applied by the Conservation Regulator that are needed to further protect animal welfare, biodiversity, public safety, or to ensure that the regulator can perform its role effectively. The power for the Conservation Regulator to apply these conditions is provided in Section 22(3)(b)(ii) of the Wildlife Act.

This licence guide is separated into two sections

- | | |
|---|--|
| 1 Private wildlife licence (basic and advanced) conditions | <p>These conditions apply to all wildlife basic and advanced licences. These include the conditions that are specified in the Wildlife Regulations 2024, plus any additional conditions applied by the Conservation Regulator to further protect animal welfare, biodiversity, public safety, or to ensure that the regulator can perform its role effectively. The power for the Conservation Regulator to apply these conditions is provided in Section 22(3)(ii) of the <i>Wildlife Act 1975</i>.</p> |
| 2 General wildlife licence requirements | <p>These are legal requirements that apply to all wildlife licence holders, as specified in the Wildlife Regulations 2024.</p> |

This guide outlines the standards of a private wildlife licence as outlined in legislation and as conditions of basic and advanced licences. It sets out the objectives of each requirement and provides information about how to comply.

The guidance provided indicates where an action is mandatory to meet the conditions of a basic or advanced licence, for example, where guidance specifies an action **must** occur.

However, in some instances the information is not mandatory but intended to assist licence holders in understanding their entitlements and providing best-practice care for their wildlife for example, where guidance specifies an action **should**, **may**, or **can** occur. This guidance also indicates options on how licence holders might comply with conditions where there are multiple methods available to meet the obligation.

You may be required to comply with **additional conditions** set out under your licence.

Please ensure you read your licence conditions carefully. If you have questions about how to comply with specific conditions in your licence, call or email us.

Visit	vic.gov.au/private-wildlife-licence-guide
Call	DEECA Customer Contact Centre 136 186
Email	wildlifelicencing@deeca.vic.gov.au

What does reference to the Secretary mean?

A Secretary leads a government department, and is granted powers under different legislation, including Acts and regulations.

Throughout this guide, the legislation refers to the Secretary in relation to licences. The Secretary in this circumstance is the Secretary of the Department of Energy, Environment and Climate Action (DEECA).

The Secretary has the discretion to delegate powers they hold in legislation to other persons within their government department, which allows other people to also exercise these powers – without preventing the Secretary doing so when required.

The Secretary has delegated powers under the *Wildlife Act 1975* in regard to licences to the Conservation Regulator, so guidance throughout this document will refer to the Conservation Regulator as the decision maker for these powers. Similarly, references to the Secretary in legislation quoted in this document can be taken as references to the Conservation Regulator.

What a private wildlife licence allows you to do

Private wildlife licences allow a person to:

- 1 Possess and keep certain species of wildlife at the premises specified in the licence.
- 2 Breed, acquire, buy, sell or dispose of any wildlife legally held under the licence. Any transaction must occur with another licensed person.

Please note that the Conservation Regulator may apply additional conditions to your licence that restrict the above entitlements, in accordance with section 22(3)(b) of the Wildlife Act.

Wildlife held under a private licence can only be kept at the address specified on the licence, which must be the residential address where the licence holder lives. Wildlife in captivity must be housed in enclosures that meet their behavioural and physiological needs, and appropriately cared for.

By following the licence conditions, wildlife basic and advanced licence holders can have rewarding personal relationships with wildlife while ensuring animal welfare.

What you cannot do under a private wildlife licence

A wildlife basic and advanced licence holder cannot:

- Possess wildlife not listed under the relevant schedules.
- Display wildlife to the public or allow unauthorised access to wildlife.
- Keep, breed, buy, or sell wildlife for commercial purposes.
- Take, keep, possess or trade wildlife at a location other than the premises specified in the licence for any reason other than:
 - Taking it to a registered vet for treatment.
 - Participating in a transaction with another licence holder at the specified premises of either of the licence holders entering into the transaction.
 - Participating in an approved wildlife event.
- Take wildlife from the wild or keep wildlife taken from the wild, which is illegal. If you find injured or orphaned wildlife, please contact an authorised wildlife rehabilitator. If you are not sure who is authorised in your area, visit [Help for injured wildlife](#) or call us.

Visit	wildlife.vic.gov.au/injured-native-wildlife/help-for-injured-wildlife
Call	DEECA Customer Contact Centre 136 186

What is considered commercial activity under a wildlife licence?

Commercial purposes in the context of a private licence means providing a service or undertaking any activity that has an associated transaction to the financial benefit of the licence holder. This generally means monetary payment being provided for an activity but may encompass a transaction that provides of goods or services.

For example, receiving money, products such as food or equipment, vouchers for free or discounted services, or other benefits in exchange for an activity would be considered a commercial transaction, depending on the circumstances. If you are unsure whether a transaction would be considered commercial in nature, you can contact the Conservation Regulator for guidance specific to your circumstances by phone or email.

Role of Authorised Officers

The Conservation Regulator's Authorised Officers monitor compliance with and enforce laws relating to natural resources, public land and wildlife. This includes monitoring possession of wildlife under any wildlife licence and supporting licence holders to understand and meet their legal responsibilities. Where captive wildlife are not kept in accordance with licence conditions, Authorised Officers may seek enforcement action to remedy harm, preserve wildlife welfare and ensure the safety of the community.

Authorised Officers are authorised under specific legislation to enforce the law, including issuing infringement notices that carry penalties for not complying. Under the Wildlife Act, Authorised Officers have the power to, at any reasonable time, and having regard to the circumstances:

- Enter, inspect or search any property, buildings, structure, vehicles or boats for the purposes of the Wildlife Act. This can occur with or without notice.
- Ask to see, inspect or take photos of any wildlife held under your authorisation or wildlife licence.
- Ask to see, inspect or make copies of your record books and any other documentation associated with your authorisation or wildlife licence.
- Inspect any parcel, bag or receptacle the officer reasonably believes is being used or is likely to be used in contravention of the Act (for example, a cardboard box they believe holds wildlife, a hunter's bags, or esky).
- Investigate reports of alleged illegal activity relating to wildlife.
- Seize wildlife in your possession, if the officer reasonably believes an offence against the Act has been, is being, or is about to be, committed.
- Seize anything which the officer believes has been used or has assisted with an offence against the Act.
- Direct you in writing to make specific changes or alterations to animal enclosures. This must be done within the period specified in the direction.

If requested, you must:

- Give the Authorised Officer your name and address
- Allow an Authorised Officer to inspect wildlife held by you (including inside your house at any reasonable time) for monitoring compliance with the Wildlife Act, regulations and conditions of your licence. If you do not provide reasonable access to all wildlife you hold, your licence may be cancelled.
- Produce your record book for inspection.
- Allow the Authorised Officer to search your vehicle, boat or property.
- Provide anything the Authorised Officer tells you is seized.
- Comply with any legal notice issued under the Wildlife Act regarding wildlife in your possession.
- Not obstruct, threaten or abuse an Authorised Officer during the conduct of their duties.

You can expect our Authorised Officers will act with honesty, impartiality and in a way that is procedurally fair. They will engage with you respectfully and in good faith and we ask that you do the same. Whilst Authorised Officers will undertake a number of activities to support you to understand and comply with the laws we regulate, the responsibility for complying with the law rests with you as a wildlife licence holder.

You have rights when interacting with an Authorised Officer, including:

- The right to ask to see an Authorised Officer's identification.
- Not answer any questions that you think might incriminate you.
- Request a receipt for anything seized from you (including wildlife).
- Request that an officer visit your home at a more reasonable time.

You will be informed of your rights if you are being interviewed about an offence. You must, however, state your full name and correct address if asked.

If you have a complaint about the way an Authorised Officer or Forest and Wildlife Officer has interacted with you, you can submit a complaint to the Department by emailing or writing to us. Further information about our complaint handling process is available on the DEECA contact webpage.

➤ Visit	deeca.vic.gov.au/our-department/contact-us
✉ Email	CR.internalreview@deeca.vic.gov.au
✍ Write	Conservation Regulator Internal Review, PO Box 500, East Melbourne VIC 8002

Failure to comply with the law

Failure to comply with the conditions, limitations or restrictions of your licence is an offence under section 22(6) of the Wildlife Act. Failure to comply can result in fines of up to 100 penalty units (over \$19,000) and may result in your licence being suspended, cancelled, or not renewed.

Penalties for cruelty

In addition to your wildlife licence conditions, you are obligated to adhere to other relevant legislation. The welfare of all animals in Victoria is protected under the *Prevention of Cruelty to Animals Act 1986* (POCTA Act). Anyone who commits an act of cruelty is liable for an offence under the POCTA Act. Failure to comply with some of the conditions of your licence may also be an offence under the POCTA Act.

The penalties for offences under the POCTA Act are serious. Penalties include fines of over \$40,000 or jail for up to 12 months for animal cruelty (for individuals), and fines of over \$80,000 or imprisonment for up to two years for aggravated cruelty. Aggravated cruelty is cruelty that causes the death or serious disablement of an animal.

Penalties for illegally obtained or traded wildlife

When obtaining or trading wildlife, you must ensure that the other person has a current and valid wildlife licence. If you are not sure if a wildlife licence is valid or required, email us. It is illegal to obtain or trade wildlife without a valid licence.

You must also ensure that:

- The wildlife is a prescribed taxa of wildlife listed in the Schedules to the Wildlife Regulations 2024.
- The wildlife is a species that you and the other person can legally obtain and trade. This information is attached to your licence conditions.

Under no circumstances can you possess wildlife obtained from the wild. In Victoria, sick, injured or orphaned wildlife can only be rehabilitated by a wildlife rehabilitator. A wildlife rehabilitator is a wildlife shelter operator or foster carer who is authorised under section 28A of the Wildlife Act.

It is an offence to possess wildlife from an unlawful source under sections 45 and 47 of the Wildlife Act. This includes animals from the wild.

Offences under section 45 carry a penalty of 240 penalty units (over \$45,000) or 24 months imprisonment, or both the fine and imprisonment and an additional penalty of 20 penalty units (over \$3,500) for every head of wildlife in respect of which an offence has been committed.

Offences under section 47 carry a penalty of 50 penalty units (over \$9,500) or six months imprisonment, or both the fine and imprisonment and an additional penalty of five penalty units (over \$900) for every head of wildlife in respect of which an offence has been committed.

If wildlife is offered to you from an unlawful source, do not accept the animal and call or email us.



Call

Crime Stoppers Victoria

1800 333 000

DEECA Customer Contact Centre

136 186



Email

wildlifelicencing@deeca.vic.gov.au

Report illegal possession of wildlife and non-compliance

You can report wildlife crime to **Crime Stoppers**.

This includes if you suspect that someone is holding wildlife unlawfully.



Call Crime Stoppers Victoria

1800 333 000



Visit

crimestoppersvic.com.au/report-a-crime

Report someone not complying with the conditions of their authorisation by phone, email or in person.



Call DEECA Customer Contact Centre

136 186



Email us

wildlifelicensing@deeca.vic.gov.au



In person

deeca.vic.gov.au/communities-and-regions/regions-and-locations



1 Private wildlife licence (basic and advanced) conditions

These conditions apply to all wildlife basic and advanced licences. These include the conditions that are specified in the Wildlife Regulations 2024, plus any additional conditions applied by the Conservation Regulator to further protect animal welfare, biodiversity, public safety, or to ensure that the regulator can perform its role effectively.

The power for the Conservation Regulator to apply these conditions is provided in Section 22(3)(ii) of the *Wildlife Act 1975*. Note that you may be required to comply with additional individualised conditions set out in your private wildlife licence, so make sure you read your licence carefully.

Keeping and trading wildlife

Wildlife that can be kept under a private wildlife licence

A wildlife basic licence authorises the licence holder, for non-commercial purposes, to buy, sell, acquire, receive, dispose of, keep, possess, breed and display—

- a** a taxon of wildlife that is listed in Schedule 2 or 7 and specified in the licence; or
- b** if no taxon of wildlife is specified in the licence, any wildlife listed in Schedule 2 or 7.

➤ WILDLIFE REGULATIONS 2024, REG 8

A wildlife advanced licence authorises the licence holder, for non-commercial purposes, to buy, sell, acquire, receive, dispose of, keep, possess, breed and display—

- a** a taxon of wildlife that is listed in Schedule 2, 3 or 7 and specified in the licence; or
- b** if no taxon of wildlife is specified in the licence, any wildlife listed in Schedule 2, 3 or 7.

➤ WILDLIFE REGULATIONS 2024, REG 9

Objective

This regulation sets out which taxa of wildlife can be kept and traded under these licence types, and what the licence allows you to do with those animals.

How to comply

A private wildlife licence holder, whether basic or advanced, can buy or acquire certain species or *taxa* of captive-bred wildlife to keep. Taxa is the plural of taxon, meaning any formal name in the classification of living organisms (for example, species, genus, family, order, class, phylum).

The wildlife must be kept at the private address listed on the licence, which is usually your home. This is known as the *specified premises*. The wildlife cannot be displayed publicly, except at approved wildlife events. More information is detailed in [Wildlife events](#) on page 15.

→| Page 15 [Wildlife events](#)

Unless otherwise specified in the conditions on your licence, a basic licence holder can keep any of the taxa listed in Schedules 2 or 7 of the Wildlife Regulations 2024. Advanced licence holders can keep any of the taxa listed in Schedules 2, 3 or 7. Schedule 3 includes species that have more complex or demanding care requirements, or species that may be less common in legal trade, so are limited to advanced licence holders.

Wildlife listed in Schedule 4 of the Wildlife Regulations can be kept without a wildlife licence. While not legally required to be entered into your record book, you do need to maintain proof that these animals come from a lawful source. You can do this by maintaining receipts or other proof of purpose, or by recording any Schedule 4 species in your private wildlife licence record book so that you can show where they came from.

The schedules are found in the [Wildlife Regulations 2024](#). Lists of species from the Wildlife Regulations schedules that are allowed to be kept under a basic or advanced wildlife licence are also available on the [Conservation Regulator website](#).

→| Page 15 [Wildlife events](#)

- Visit legislation.vic.gov.au/in-force/statutory-rules/wildlife-regulations-2024
- Visit vic.gov.au/private-wildlife-licences

Keeping wildlife

- 1 It is a condition of any wildlife basic licence and any wildlife advanced licence that the licence holder must not possess or keep more than 10 specimens of wildlife listed in Schedule 7, other than specimens of that wildlife that are less than 4 weeks old or the eggs of that wildlife.
- 2 It is a condition of any wildlife basic licence and any wildlife advanced licence that the licence holder must keep the wildlife at the premises specified in the licence unless—
 - a the licence holder has obtained the prior written approval of the Secretary to keep the wildlife at a different premises; or
 - b the licence holder is participating in an approved wildlife event; or
 - c the licence holder is undertaking a transaction in accordance with regulation 38.

➤ WILDLIFE REGULATIONS 2024, REG 43

Objective

To ensure wildlife are kept in a consistent, safe and appropriate location and are being cared for appropriately.

How to comply

Wildlife must be kept in secure cages or enclosures at the specified premises in accordance with licence conditions. Your specified premises is the address listed on your wildlife licence and is usually your home.

Anyone who possesses living wildlife must provide for the good health and welfare of that wildlife. Your enclosure must provide adequate shelter for your wildlife, prevent escape or injury, protect the wildlife from predators, and restrict access by anyone not authorised under the licence. Wildlife must be able to be readily monitored for health and wellbeing concerns, meaning enclosures must be a reasonable size to allow for this direct supervision. More information about standards of care and enclosure requirements is detailed in Housing and Care.

Emus can be kept under a private wildlife licence, but you can only keep up to 10 emus, as they are listed under Schedule 7 of the Wildlife Regulations. Emus less than four weeks old and emu eggs do not count towards the limit of 10. Emus are large animals that require a lot of space to stay healthy, and can be dangerous for inexperienced owners, especially if they are not used to people. Emus should not be kept alone, so you need space for at least two if you want to keep them. Useful guidance about keeping emus can be found [online](#).

➤ Visit agriculture.vic.gov.au/livestock-and-animals/animal-welfare-victoria/pocta-act-1986/victorian-codes-of-practice-for-animal-welfare/code-of-practice-for-the-husbandry-of-captive-emus-revision-1

Any wildlife held under your licence must be kept at the address listed in the licence except where you are:

- Taking the wildlife to a registered vet for treatment, including preventative health checks or microchipping.
- Undertaking a transaction with another licence holder at their specified premises.
- Participating in a wildlife event that has been approved by the Conservation Regulator and allows the wildlife to be possessed, sold, displayed, for example, under the event conditions.

When transporting wildlife for any of the reasons above, you must comply with conditions regulating wildlife transportation. Further information is detailed in [Transportation](#) on page 21.

Keeping wildlife at a location other than the premises specified in your licence is a breach of licence conditions and penalties may apply. If you need to keep wildlife at an alternate location, you must seek prior written approval from the Conservation Regulator. You can do this by emailing us with details of your request, including:

- Why you need to house your wildlife at another location.
- The species and number of wildlife.
- The proposed duration of the housing at the alternate location.
- Details of appropriate enclosures and facilities at the alternate location.

✉ Email wildlifelicencing@deeca.vic.gov.au

➔ Page 19 [Housing wildlife](#)

➔ Page 15 [Wildlife events](#)

➔ Page 21 [Transportation](#)

➤ Visit agriculture.vic.gov.au/livestock-and-animals/animal-welfare-victoria/pocta-act-1986/victorian-codes-of-practice-for-animal-welfare/code-of-practice-for-the-husbandry-of-captive-emus-revision-1

Wildlife transactions

- 1 It is a condition of any wildlife basic licence and any wildlife advanced licence that the licence holder must not buy, acquire or receive wildlife from a person unless—
 - a that person—
 - i holds a wildlife licence that authorises that person to sell or dispose of that wildlife; or
 - ii is an exempt person for the purposes of selling or disposing of that wildlife; or
 - b the licence holder has obtained the prior written approval of the Secretary to buy, acquire or receive that wildlife from that person.

It is a condition of any wildlife basic licence and any wildlife advanced licence that the licence holder must not sell or dispose of wildlife that is not listed in Schedule 7 to a person unless—

- a that person—
 - i holds a wildlife licence that authorises that person to buy, acquire or receive that wildlife; or
 - ii is an exempt person for the purposes of buying, acquiring or receiving that wildlife; or
 - b the licence holder has obtained the prior written approval of the Secretary to sell or dispose of that wildlife to that person.
- 2 It is a condition of any wildlife basic licence and any wildlife advanced licence that the licence holder must not sell or dispose of wildlife that is listed in Schedule 7 to a person unless—
 - a that person holds a wildlife basic licence or a wildlife advanced licence; or
 - b the licence holder has obtained the prior written approval of the Secretary to sell or dispose of that wildlife to that person.

➤ WILDLIFE REGULATIONS 2024, REG 40

Objective

To ensure the welfare and sustainability of wildlife being possessed or traded. All wildlife transactions are required to be traceable to reduce the illegal possession and trade of wildlife.

How to comply

Before you agree to buy or accept any wildlife from another person or sell or give wildlife to another person, it is your responsibility to make sure that the transaction is legal, meaning the person you are transacting with has an appropriate and valid licence or exemption for the wildlife being transacted. In the event of an unlawful transaction occurring, both parties to the transaction may be culpable of an offence, if appropriate effort is not made to ensure the transaction meets legal requirements.

In most cases, this means determining that the person has the appropriate licence for that species, and that the licence is current and valid. Ask to see the person's wildlife licence before agreeing to the transaction, regardless of whether the wildlife is being bought, sold, gifted or traded.

In limited circumstances, a person may be an exempt person from holding an appropriate licence or may have written approval from the Conservation Regulator. These written approvals may be either general or only issued for a specific wildlife transaction – so ask to see a copy of the exemption to ensure the transaction is legal before trading wildlife with them.

To confirm an exemption or to seek information about obtaining written approval from the Conservation Regulator, call or email us.

All transactions must be recorded in your record book by the end of the day the transaction happened on. Further information about record keeping is available in [Record keeping requirements](#) on page 25. Information on the different types of wildlife licences and which wildlife can be held under each type can be found [on our website](#).

📞 Call	DEECA Customer Contact Centre	136 186
✉ Email	wildlifelicencing@deeca.vic.gov.au	
➔ Page 25	Record keeping requirements	
➤ Visit	vic.gov.au/private-wildlife-licences	

Trade of emus

Most wildlife held under your private licence may be traded with any person or company with a valid wildlife licence. The exception to this is emus: you may purchase Emus from any person legally in possession of them, but you can only dispose of emus to other private licence holders, a person with individual written approval from the Conservation Regulator to acquire the emu, or any zoo run by Zoos Victoria.

Rehoming Wildlife

Many wildlife species have specific care requirements, and some may be quite long-lived if cared for appropriately. This means that keeping wildlife generally requires a significant commitment of time and resources across the lifetime of the animal.

Despite best intentions, wildlife owners may face challenges that make looking after their wildlife tough. This may be due to health reasons, financial hardship, growing responsibilities or other changes in personal circumstances.

Rehoming can be a difficult decision for many, and it is important to prioritise the welfare of the wildlife in your care. The Conservation Regulator has prepared a guide [available online](#) to assist wildlife keepers to ensure they can legally rehome wildlife while preserving the welfare of the animals.

[Visit](#) vic.gov.au/rehoming-wildlife

Minimum period of ownership

It is a condition of any wildlife basic licence and any wildlife advanced licence that the licence holder must not sell or dispose of wildlife within six months of the holder buying, acquiring or receiving the wildlife unless the holder has first obtained the written approval of the Secretary to do so.

[WILDLIFE REGULATIONS 2024, REG 41](#)

Objective

A minimum period of ownership has been established in the Wildlife Regulations to reduce the spread of disease in wildlife collections, as well as prevent commercial trade of wildlife under a private licence. Any acquisition of wildlife should be a well-considered decision, to reduce the risk of wildlife being treated as a commodity, and to ensure that the wildlife can settle into its new surroundings.

How to comply

Do not sell, trade or give away wildlife that has been in your possession for less than six months, even if it was bred in your collection.

Wildlife can benefit from occupying familiar enclosures tailored to their requirements, similar to maintaining territory in the wild. Frequent movement can stress wildlife and result in greater incidence of disease.

Wildlife can often carry diseases without showing any symptoms for a long time. The requirement to keep each animal for at least six months before trading allows time for any symptoms to appear, so the animal can be treated before being passed on. This helps reduce the spread of diseases that could affect other wildlife keepers' animals, as well as wild animals.

If you want to sell or dispose of wildlife before you have had them for six months, you must seek prior written approval from the Conservation Regulator. You can do this by emailing the Conservation Regulator with details of your request, including:

- The species, age and condition of the wildlife.
- Where the wildlife was acquired including licence number.
- Why you need to sell or dispose of the wildlife within six months.

You may also apply by completing the form [online](#).

Your request will be considered, and you will be notified of the outcome in writing. Approval will not be issued retrospectively. Sale or disposal of wildlife you have held for less than six months without prior approval is a breach of licence conditions and penalties may apply.

[Email](#) wildlifelicencing@deeca.vic.gov.au

[Visit](#) delwp.snapforms.com.au/form/application-for-secondary-permission

Where can a wildlife transaction take place?

- 1 It is a condition of any wildlife licence that, if the licence holder is conducting a transaction for any wildlife with a person who is not an exempt person, the licence holder must conduct the transaction—
 - a at the premises specified in the wildlife licence of a party to the transaction; or
 - b at a place approved in writing by the relevant body for the transaction
- 2 It is a condition of any wildlife basic licence (or) wildlife advanced licence ... that the licence holder must not sell or dispose of wildlife at a shop or business premises operated by that licence holder.

↗ WILDLIFE REGULATIONS 2024, REG 38(1 & 2)

Objective

To ensure that wildlife transactions under your licence occur at a suitable location.

How to comply

A transaction to buy, acquire, receive, sell, or dispose of wildlife can only take place at your specified premises (the address listed on your licence), or the premises of the other party involved in the transaction. You cannot conduct these transactions in a public place, at a business or any location not listed on either licence.

These transactions can be highly stressful for the wildlife and conducting them at unapproved locations increases the risk of wildlife escaping. It is important to keep the process as calm and low-stress as possible for the animals.

For consignment or sending of wildlife, whenever possible, the departure and delivery points should be the licensed premises (in Victoria) or the premises where the wildlife legally resides (if outside Victoria). An animal courier service can help to arrange door-to-door delivery services. See [Transportation](#) on page 21 for further information.

Trade outside of Victoria may require an **Import and export permit**, see [Import and export](#) on page 24.

If you are unable to arrange door-to-door consignment, or need to trade at a premises not covered under the above conditions, you can apply for written approval for alternative arrangements by emailing us with details of your request, including:

- Why you are unable to facilitate trade at the specified premises of one of the parties to the transaction.
- The location of the proposed alternative transaction location.
- Why the alternative transaction location has been chosen, and whether it is appropriate for trade of wildlife.
- For consignment, limitations on door-to-door service and the proposed alternative arrangements (for example, pick up and drop off from a courier depot).

→| [Page 21 Transportation](#)

→| [Page 24 Import and export](#)

✉ Email wildlifelicencing@deeca.vic.gov.au

Wildlife events

It is a condition of a wildlife basic or advanced licence that the licence holder must comply with any conditions imposed under regulation 113(3)(c) while participating in an approved wildlife event

➤ WILDLIFE REGULATIONS 2024, REG 39 (A) & (B)

Objective

Wildlife interest groups hold public events across Victoria for the display and trade of wildlife. These events allow wildlife licence holders to attend with their wildlife, share knowledge and promote the lawful keeping of wildlife. More information about wildlife events can be found [on our website](#).

The Conservation Regulator approves wildlife events under the Wildlife Regulations 2024, so holders of wildlife licences can display, buy, sell, acquire, receive, keep, or possess wildlife in accordance with their licence and the event conditions imposed. Approved wildlife events are listed [on our website](#).

To ensure animal welfare, under Wildlife Regulation 113 (3)(c), wildlife events must be approved by the Conservation Regulator and conditions can be specified that apply to the displaying, buying, selling, acquiring, receiving, keeping or possessing of wildlife at the wildlife event.

How to comply

Attend only Conservation Regulator-approved wildlife events. You must meet the event conditions specified in the event approval for the individual event.

You can check [Victoria Government Gazette](#) and [Conservation Regulator](#) websites to find approved wildlife events. The notice for an approved event includes:

- Name of the event.
- Organiser.
- Date.
- Venue.
- Categories of wildlife licence holders that the event applies to.
- Conditions that event participants must comply with, in addition to existing legal requirements.

You may need to register with the event organiser to attend.

- | | |
|---------|---|
| ➤ Visit | vic.gov.au/wildlife-events |
| ➤ Visit | vic.gov.au/approved-wildlife-events |
| ➤ Visit | gazette.vic.gov.au |



Display of wildlife

- 1 It is a condition of any wildlife basic licence and any wildlife advanced licence that the licence holder must not display wildlife, other than at an approved wildlife event.
- 2 It is a condition of any wildlife basic licence and any wildlife advanced licence that the licence holder must not charge a fee for the display of wildlife at an approved wildlife event.

➤ WILDLIFE REGULATIONS 2024, REG 42

Objective

To ensure wildlife held under a private wildlife licence are kept as companion animals and not unnecessarily exposed to stressful environments.

How to comply

A wildlife basic or advance licence is a private, non-commercial licence. This means that while you may sell or trade wildlife under your licence as you would any other companion animal, the purpose of wildlife being kept must not be for financial gain.

Displaying wildlife held under your wildlife basic or advanced licence to the public must only occur in association with trade at a wildlife event, and you cannot charge for anyone to view your wildlife.

If you wish to hold wildlife for commercial purposes, including displaying wildlife for commercial purposes, it may be more appropriate for you to hold a wildlife demonstrator licence (for travelling display/exhibition), a wildlife displayer licence (for static display/exhibition), or a wildlife dealer licence (for commercial sale of wildlife). See the Conservation Regulator website for further information on commercial wildlife licences.

➤ Visit vic.gov.au/commercial-wildlife-licences



Exemptions for trade of emu eggs and parts of emus

- 1** A person who buys, sells, acquires, receives, disposes of, keeps, possesses or displays wildlife to which this regulation applies is exempt from the operation of sections 45 and 47 of the Act, to the extent that the buying, selling, acquiring, receiving, disposing, keeping, possessing or displaying of that wildlife is not for the purposes of hunting and the wildlife—

- a** has been bred in captivity; or
- b** is from a source approved by the relevant body.

➤ WILDLIFE REGULATIONS 2024, REG 127

- 1** A person who buys, sells or possesses parts of wildlife to which this regulation applies is exempt from the operation of section 47 of the Act, to the extent that—

- a** in the case of parts of wildlife listed in Part A of Schedule 5, the wildlife has been bred in captivity or is from a source approved by the Secretary; or
- b** in the case of shells of eggs of an emu, the emu that laid those eggs has been bred in captivity or is from a source approved by the Secretary.

➤ WILDLIFE REGULATIONS 2024, REG 130

Objective

To reduce unnecessary restrictions on activities, including where activities are not likely to impact wild populations or animal welfare

How to comply

If you keep emus under your private wildlife licence, and the emus produce for example, you can sell or dispose of those eggs to any person as long as they are infertile or are eggshells. You can ensure that eggs are infertile by separating male and female animals during the breeding season or seeking information on checking egg viability with expert emu keepers. If in doubt whether an egg is fertilised or not, do not trade the egg.

You can also trade processed (but not taxidermied) parts of any emu that has been kept under your licence, such as tanned skins or feathers.





2 General wildlife licence requirements

These are legal requirements that apply to all wildlife licence holders, as specified in the Wildlife Regulations 2024.

Wildlife welfare and care

Housing wildlife

- 1 A person who possesses living wildlife... must keep the wildlife in a cage or enclosure that complies with subregulation (2), unless the person is acting under and in accordance with an approval given by the Secretary under subregulation (3).
- 2 For the purposes of subregulation (1), the cage or enclosure must be designed, constructed and maintained to—
 - a provide for the adequate shelter for the wildlife; and
 - b prevent the escape or injury of the wildlife; and
 - c protect the wildlife from predators; and
 - d restrict access by persons not authorised by the person who possesses the wildlife; and
 - e provide for the good health and welfare of the animal in accordance with any of the following codes of practice that are relevant in the circumstances—
 - i the Code of Practice for the Welfare of Amphibians in Captivity, made under section 7(1) of the *Prevention of Cruelty to Animals Act 1986*, as published from time to time;
 - ii the Code of Practice for the Housing of Caged Birds (Revision Number 1), made under section 7(1) of the *Prevention of Cruelty to Animals Act 1986*, as published from time to time;
 - iii the Code of Practice for the Husbandry of Captive Emus (Victoria) (Revision 1), made under section 7(1) of the *Prevention of Cruelty to Animals Act 1986*, as published from time to time;
 - iv the Code of Practice for the Welfare of Animals—Private Keeping of Reptiles, made under section 7(1) of the *Prevention of Cruelty to Animals Act 1986*, as published from time to time.

➤ WILDLIFE REGULATIONS 2024, REG 120 (1) & (2)

Objective

To ensure you provide appropriate permanent housing that provides for the good health and welfare of any wildlife held under your licence.

How to comply

You must make sure enclosures meet the needs of any wildlife held under your licence. It is your responsibility to seek the appropriate expertise and information to provide for the needs of your wildlife. When constructing and maintaining enclosures, it is important to balance the need to provide wildlife with opportunity to express natural behaviours with the need to actively monitor wildlife for injury or illness. As such, large open-air enclosures may not be suitable. Always ensure that your enclosure design meets the specific needs of your wildlife.

Below is a list of basic requirements. These are the minimum standards that should be provided to all wildlife.

Adequate shelter

- Provide protection from the elements and extremes in weather. This includes appropriate opportunities for your wildlife to regulate body temperature, such as shade or heat lamps; and if outdoors, covered areas to allow wildlife to retreat from non-preferred weather conditions.
- Enclosures must be of an appropriate size and dimension to suit the physical characteristics and behaviour of the animal. While minimum enclosure standards set in applicable Codes of Practice must be met, consider providing a captive environment that mimics, as much as practicable, the habitat and environment that your wildlife would naturally occupy in the wild. This includes the size, vegetation, hardscape, and climactic conditions.

Prevent escape or injury

- Enclosures must be designed to prevent the escape of wildlife. Depending on the species of wildlife you keep and where they are kept, this may include placing locks on enclosure access points, ensuring all enclosures are roofed, and maintaining enclosures to prevent escape through degradation of enclosure barriers.
- Enclosures must be appropriately constructed and maintained to reduce risk of injury (for example, through loose wires, sharp edges, rusted/corroded surfaces), or other hazards.
- Only house compatible wildlife types together.

Protect wildlife from predators

Enclosures must prevent access from animals that may be considered predators, including domestic dogs, cats and wild native birds.

Restrict access by unauthorised persons

Enclosures must be secured to prevent unauthorised access. Where people other than the licence holder may have access to enclosures, this may mean in practice that access points must be locked.

Uphold good health and welfare

- Provide enclosures that at minimum meet the dimensions specified in the relevant Code of Practice.
- Provide appropriate food for the species and ensure constant access to clean fresh water.
- Wildlife must not be kept in areas with excessive noise, vibration or temperature fluctuation. Many wildlife species have high sensitivity to over-stimulation and may maintain an active avoidance of humans. Wildlife enclosures should be placed in areas of low human traffic where appropriate.
- Birds, reptiles, amphibians and marsupials must not be restrained by a leash or tether.
- Undertake regular cleaning of enclosures and take precautions to prevent disease.
- Undertake regular surveillance and vet visits to monitor wellbeing and enable early detection of health problems.

The [Victorian Codes of Practice for Animal Welfare](#) are incorporated into the Wildlife Regulations 2024 and are enforceable by the Conservation Regulator. The requirements set by Codes of Practice apply to anyone who possesses living wildlife, regardless of the prescribed category of licence they hold.

The relevant Codes of Practice for wildlife basic and advanced licence holders are:

- [Code of Practice for the Welfare of Amphibians in Captivity](#)
- [Code of Practice for the Housing of Caged Birds](#)
- [Code of Practice for the Husbandry of Captive Emus](#)
- [Code of Practice for the Welfare of Animals - Private Keeping of Reptiles](#)

There may be instances when it is reasonable to keep wildlife in a cage or enclosure that does not meet the requirements listed above. In those cases, written approval from the Conservation Regulator is required, and that written approval may include specific conditions to ensure animal welfare. You must act in accordance with any approval.

Visit	agriculture.vic.gov.au/livestock-and-animals/animal-welfare-victoria/pocta-act-1986/victorian-codes-of-practice-for-animal-welfare
Email	wildlifelicencing@deeca.vic.gov.au

Transportation

- 1 A person who consigns or transports wildlife, other than in circumstances set out in subregulation (4), must ensure that any container used to consign or transport the wildlife is designed, constructed and maintained to—
 - a withstand transportation; and
 - b prevent the escape or injury of the wildlife; and
 - c protect against predators; and
 - d resist interference; and
 - e provide for the good health and welfare of the wildlife during transport in accordance with any of the following codes of practice that are relevant in the circumstances—
 - i the Code of Practice for the Welfare of Amphibians in Captivity, made under section 7(1) of the *Prevention of Cruelty to Animals Act 1986*, as published from time to time;
 - ii the Code of Practice for the Housing of Caged Birds (Revision Number 1), made under section 7(1) of the *Prevention of Cruelty to Animals Act 1986*, as published from time to time;
 - iii the Code of Practice for the Husbandry of Captive Emus (Victoria) (Revision 1), made under section 7(1) of the *Prevention of Cruelty to Animals Act 1986*, as published from time to time;
 - iv N/A
 - v the Code of Practice for the Welfare of Animals—Private Keeping of Reptiles, made under section 7(1) of the *Prevention of Cruelty to Animals Act 1986*, as published from time to time.
- 2 A person who consigns a specimen of wildlife for transport, other than in circumstances set out in subregulation (4), must ensure that the container in which the specimen is placed has a label securely attached to it that clearly displays the following information—
 - a the person's name and address and wildlife licence number (if any);
 - b the name and address and wildlife licence number (if any) of the person to whom the specimen is being transported;
 - c the common name (if any) specified in the relevant Schedule to these Regulations of the taxon of the specimen that is being consigned;
 - d the number of specimens of each taxon of wildlife in the container in which the specimen that is being consigned is placed.
- 3 A person who transports a specimen of wildlife, other than in circumstances set out in subregulation (4), must ensure that the container in which the specimen is placed has a label securely attached to it that clearly displays information that the person reasonably believes is the following information
 - a the name and address and wildlife licence number (if any) of the owner of the specimen;
 - b the name and address and wildlife licence number (if any) of the person to whom the specimen is being transported;
 - c the common name (if any) specified in the relevant Schedule to these Regulations of the taxon of the specimen that is being transported;
 - d the number of specimens of each taxon of wildlife in the container in which the specimen that is being transported is placed.

Objective

To ensure wildlife are transported in appropriate enclosures that prevent injury, stress and disease.

How to comply

Transport can be a particularly stressful and high-risk time for most wildlife species. Your transportation must meet the needs of the species being transported. The comfort and wellbeing of all animals should be monitored at minimum every two hours during transport.

Wildlife must be restrained during transport to prevent injury to the wildlife and to people. This may be achieved, for example, by use of an appropriately sized animal crate constructed of sufficiently robust material to prevent escape (for example, coated metal or rigid plastic).

Animals must be in a fit state before being transported. Sick or injured animals must not be transported except for veterinary care, with precautions taken to minimise further stress or injury. A person who is transporting sick, injured or abandoned wildlife to a vet or a wildlife rehabilitator does not need to meet these requirements.

If you are consigning wildlife to transport for long periods, such as interstate travel or bulk consignments, additional measures may be required to maintain the animal's health and welfare. Refer to the applicable Code of Practice for the wildlife you are consigning.

Any equipment used to transport wildlife must be clearly and securely labelled with the details of the licence holder including the licence number.

Dependent wildlife

A person must not, buy, sell, dispose of, consign, or transport any wildlife that is:

- a** A flighted bird that is too young to fly; or
- b** A flightless bird that is less than 4 weeks old; or
- c** a mammal that is not fully weaned; or
- d** wildlife that is obviously diseased, sick or injured; or
- e** wildlife that is an egg

➤ WILDLIFE REGULATIONS 2024, REG 123

Objective

To ensure the welfare and survival of dependent, sick or juvenile wildlife and prevent the spread of disease.

How to comply

Do not enter into any transaction where the wildlife is dependent, diseased, sick or injured.

If your wildlife is diseased, sick or injured, you must take it to a veterinarian for assessment as soon as possible.

Unweaned or unfledged juvenile wildlife (where the wildlife is not independently feeding) must not be traded.

This condition does not apply where you have written approval from the Conservation Regulator to buy, sell, dispose of, consign or transport wildlife to which this regulation applies. These will only be considered where animal welfare can be protected. Applications for written approval can be submitted via email.

Email wildlifelicensing@deeca.vic.gov.au

Restrictions to interbreeding of wildlife

- 1 A person must not permit different taxa of wildlife to interbreed unless
 - a those taxa are known to interbreed in the wild; or
 - d the person first obtains the written approval of the Secretary.
- 2 A person must not permit a taxon of wildlife to interbreed with another taxon of animal that is not wildlife, unless the person first obtains the written approval of the Secretary.

➤ WILDLIFE REGULATIONS 2024, REG 124(1)(A & D) & (2)

Objective

To prevent the interbreeding of wildlife that does not occur in the wild. This includes preventing the interbreeding of domestic and wild animals, and the trade of cross bred animals. Crossbreeding of different taxa can lead to genetic problems and increased care requirements and can have poor animal welfare outcomes.

How to comply

Ensure you house different taxa of wildlife separately to prevent unintended interbreeding, including domesticated animals.

If in the event of unintended offspring from different taxa, you cannot sell or dispose of the offspring without first seeking written approval from the Conservation Regulator.



Wildlife transactions

Import and export

A person must not import wildlife into Victoria from another State or Territory of the Commonwealth, or export wildlife from Victoria to another State or Territory of the Commonwealth without a permit issued by the Secretary.

➤ WILDLIFE ACT 1975, SECTION 50(1)

Within 10 business days after the expiry of a permit issued under section 50 of the Act, the person who held the permit must notify the Secretary of the outcome of the transaction that was authorised by the permit in a form and manner approved by the Secretary.

➤ WILDLIFE REGULATIONS 2024, REG 116(2)

IMPORTANT

Australian wildlife Laws

Different wildlife laws apply in different states and territories within Australia. Always check with the responsible agency in the relevant state.

An export permit is required if you intend to transport wildlife out of Victoria to any other state or territory within Australia. An import permit is required if you intend to transport wildlife into Victoria from any other state or territory within Australia.

You may also require an additional import or export permit from the other state or territory (i.e. the state the animal is being exported to or imported from).

Objective

To prevent wildlife trafficking by regulating the trade of wildlife between States and Territories, ensuring that only wildlife legally able to be held in Victoria is transported from interstate.

Trade monitoring also assists in reducing or tracing the spread of disease and ensures the health and welfare of wildlife being imported and exported.

How to comply

You can apply for a permit and complete your notification of outcome for a permit online, or you can download and complete the relevant form [from our website](#).

Please allow three to five business days to process your application.

Further information, including import and export restrictions and cases where an import/export permit is not required, is available [on our website](#). If you are unsure, call or email us.

➤ Visit	vic.gov.au/import-and-export-permits-victorian-wildlife	
📞 Call	DEECA Customer Contact Centre	136 186
✉ Email	wildlifelicencing@deeca.vic.gov.au	

Advertising sale of wildlife

The holder of a wildlife licence must not advertise wildlife for sale unless the advertisement states the wildlife licence number that authorises the sale.

➤ WILDLIFE REGULATIONS 2024, REG 110

Objective

To ensure wildlife is only possessed and traded by those with an appropriate licence.

How to comply

You can only trade wildlife with a person who holds an appropriate licence. This means a wildlife licence that is current and allows them to keep that species of wildlife.

You must include your licence number when advertising wildlife for sale. This allows others to be satisfied that the advertisement is lawful. When purchasing wildlife, ask to see the seller's wildlife licence and make sure it is valid before completing the transaction.

Record keeping requirements

Record books

- 1 All record books supplied by the relevant body remain the property of the relevant body.
- 2 It is a condition of any wildlife licence that the licence holder must record the following information relating to the licence or wildlife held under the licence in a book supplied by the relevant body—
 - a all transactions made under the licence;
 - b any theft of the wildlife;
 - c the occurrence of any incident that the relevant body requires the licence holder to record;
 - d any other information relating to a transaction or incident that the relevant body requires the licence holder to record.
- 3 It is a condition of any wildlife licence that the licence holder must complete all records required to be in the record book fully, accurately, legibly, and permanently.
- 4 It is a condition of any wildlife licence... that the licence holder must make each entry in the record book required under subregulation (2) by the close of business on the day of the transaction or incident.

➤ WILDLIFE REGULATIONS 2024, REG 27(1)-(4)

Objective

To ensure that captive wildlife has come from a lawful source, and to ensure accurate and up-to-date records of all wildlife transactions in Victoria.

How to comply

Relevant transactions include purchases, sales, import, deaths, gifts, breeding and escapes.

Your Wildlife Record Book is used to record all wildlife transactions. You cannot keep and trade wildlife until you have received both your licence and record book.

All record books for all wildlife licences are supplied by the Conservation Regulator and remain the property of the Conservation Regulator. Making or keeping records that are inaccurate or false is an offence under the Wildlife Act.

To comply with this condition, you must:

- Ensure entries are recorded on the same day that a transaction occurs.
- Ensure entries are permanent and legible.
- Request an additional record book from wildlife licensing if you no longer have sufficient pages to record your wildlife transactions.
- Retain all record books you have been issued until you choose not to renew your licence or surrender your wildlife.
- Return your record book to the Conservation Regulator within 10 business days should you choose not to renew, or surrender your wildlife licence.
- Return your record book the Conservation Regulator if your licence is cancelled.

If you lose or damage your record book, you must report your loss to the Conservation Regulator by email or the [online form](#) within two business days. There is a fee for each book lost or damaged.

Please refer to [Theft, loss or damage of record book or return form](#) on page 30 for further information.

→| Page 30 [Theft, loss or damage of record book or return form](#)

➤ Visit delwp.snapforms.com.au/form/notify-theft-loss-damage-or-escape

✉ Email wildlifelicencing@deeca.vic.gov.au

Annual return forms

- 1 All return forms supplied by the relevant body remain the property of the relevant body.
- 2 It is a condition of any wildlife licence that the licence holder must record in a form supplied by the relevant body the following information for the period specified in the licence—
 - a a summary of all transactions made under the licence during the period;
 - b a summary of incidents that the relevant body requires the licence holder to record that occurred during the period.
- 3 It is a condition of any wildlife licence that the licence holder must complete all records required to be in the return form fully, accurately, legibly, and permanently.
- 4 It is a condition of any wildlife licence that the licence holder must keep a legible copy of each return form the licence holder is required to complete—
 - a for the period during which the licence remains in force; and
 - b if the licence is renewed, for the period during which the renewed licence remains in force.
- 5 It is a condition of any wildlife licence that the licence holder must provide the relevant body with a return form at the time specified in the licence.

➤ WILDLIFE REGULATIONS 2024, REG 28(1)-(5)

Objective

To provide a state-wide overview of the volume and species of wildlife currently being possessed and traded in Victoria, which helps to ensure we have the right legal framework in place. This record keeping also provides a mechanism for the regulator to prevent illegal trade of wildlife and understand where wildlife may not be properly cared for.

How to comply

Your return is a summary of the wildlife transactions you conducted under your licence in the 12-month period between **1 April** and **31 March**. Information contained in the returns is confidential.

You must submit a completed return form by **14 April each year**. You must also keep a copy for your returns for future reference.

A Return form must be submitted even if you:

- Have not bought, sold, traded, or otherwise acquired any wildlife.
- Do not currently have wildlife in your possession.

If you have no wildlife in your possession and have not acquired or disposed of any wildlife throughout the year (including births, deaths, escapes and transactions), you must mark your return as **Nil** and submit it by **14 April**.

If you have acquired or disposed of any wildlife (including births, deaths, escapes and transactions), or if at any time in the return period you have had wildlife in your possession, you must indicate these events on your return and indicate the number and species of wildlife in your possession as of **31 March** of the year the return is submitted. You must submit your return by **14 April**.

You may submit your return online [on our website](#).

If you are unable to complete the online form, you can request a form by calling or emailing us.

If you do not submit a return, you may not be eligible to renew your licence. Additional penalties may also apply if these obligations are not met.

➤ Visit	vic.gov.au/licences-annual-returns	
📞 Call	DEECA Customer Contact Centre	136 186
✉ Email	wildlifelicencing@deeca.vic.gov.au	

Do not tamper with record books or return forms

- 6** It is a condition of any wildlife licence that the licence holder must not—
- a** tamper with, or permit to be tampered with, any entry in a record book or return form; or
 - b** be in possession or control of a record book, return form or copy of a return form that has been tampered with.
- 7** In this regulation— tamper with includes damage, destroy, deface, erase, delete or remove.

➤ WILDLIFE REGULATIONS 2024, REG 33(6 & 7)

Objective

To ensure record books and return forms are a true and accurate representation of wildlife possession and trade in Victoria.

How to comply

Record books and return forms are legal documents. They must be accurate and include all wildlife in your possession or legally traded.

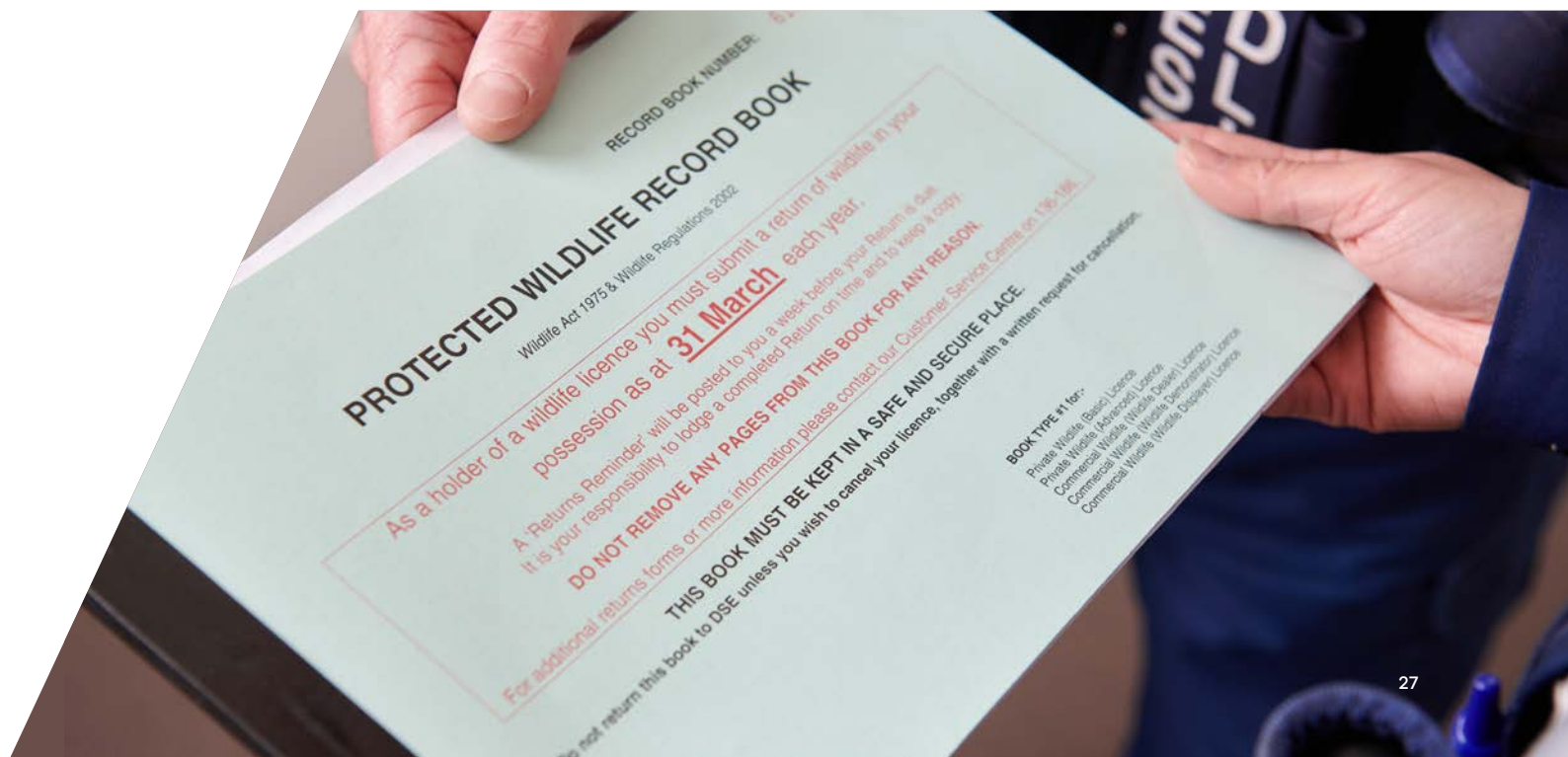
Record books and return forms remain the property of the Conservation Regulator. Tampering with them in any way is an offence. Tampering includes erasing or editing entries, removing pages, or otherwise damaging records.

All entries in your record book, and on hard copy return forms, must be permanent and legible. You must write in your record book with a pen in black or blue ink.

If you make a mistake when filling in an entry, you should:

- Strike a line through the entry.
- Write your initials and date of the correction next to the corrected entry.

You cannot use white out or other methods to cover up entries. You also cannot remove any pages from your record book.



Additional record keeping obligations

It is a condition of any wildlife licence that the licence holder must produce the record book or copies of return forms for inspection when requested to do so by an authorised officer.

➤ WILDLIFE REGULATIONS 2024, REG 29

It is a condition of any wildlife licence that the licence holder must ensure that the record book and copies of return forms are kept in a safe and secure place at the premises specified in the licence, except when undertaking a transaction in circumstances set out in regulation 38(1).

➤ WILDLIFE REGULATIONS 2024, REG 31

- 1 Within 10 business days of a person ceasing to hold a wildlife licence, the person must return all record books and copies of return forms to the relevant body.
- 2 The relevant body, in writing, may direct the holder of a wildlife licence to surrender all record books or return forms in the licence holder's possession to the relevant body within a time period specified in the direction.
- 3 The holder of a wildlife licence must comply with a direction given to the licence holder under subregulation (2) within the time period specified in the direction.

➤ WILDLIFE REGULATIONS 2024, REG 32

Objective

To ensure oversight of all wildlife transactions in Victoria, while maintaining the confidentiality of licence holders.

How to comply

Keep your record book and return forms at the address specified on your wildlife licence and in a secure location to prevent loss or theft.

Under the *Wildlife Act 1975*, you must provide a copy of your record book, licence and return forms to Authorised Officers when asked. Authorised Officers have the power to, at any reasonable time with regard to the circumstances, ask to see, inspect or make copies of record books and any other documentation associated with your wildlife licence.

The record book and return forms remain the property of the Conservation Regulator. Should you choose not to renew your licence, or surrender your wildlife, you must return your record book to the Conservation Regulator within 10 business days.

If you are provided with a written direction to surrender your wildlife record book by the Conservation Regulator, you must surrender all record books and return forms by the date specified.



Reporting

Theft or loss of wildlife

- 1 It is a condition of any wildlife licence that the licence holder must report any theft of wildlife relating to the licence to a police officer within 2 business days of the licence holder becoming aware of the theft.
- 2 It is a condition of any wildlife licence that the licence holder must retain a copy of the police report relating to the theft described in subregulation (1).
- 3 It is a condition of any wildlife licence that the licence holder must provide a copy of the police report described in subregulation (2) to an authorised officer upon request.
- 4 It is a condition of any wildlife licence that the licence holder must—
 - a notify the relevant body of any theft, misplacement or escape of any wildlife under the licence in a form approved by the relevant body within 2 business days of becoming aware of the theft, misplacement or escape;

7 WILDLIFE REGULATIONS 2024, REG 33(1)-(5)

Objective

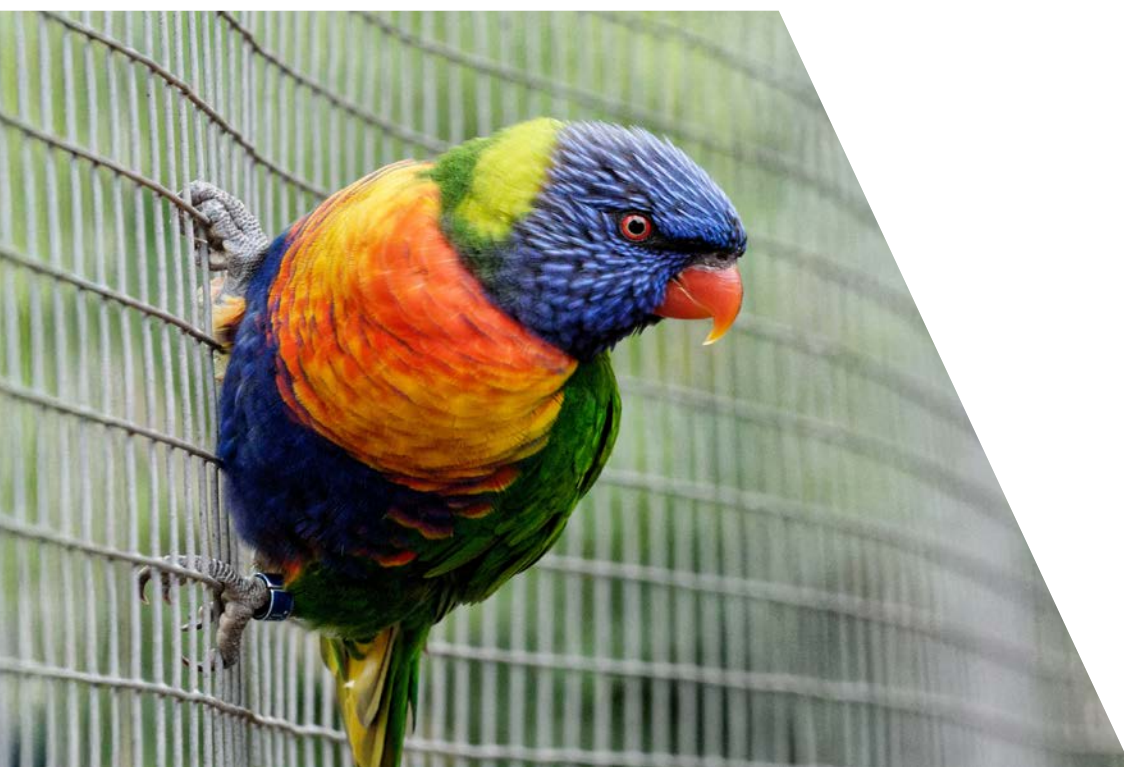
To uphold the health and wellbeing of wildlife in captivity, through appropriate monitoring and investigation of theft, loss or escape.

How to comply

If there has been a theft, loss or escape of wildlife in your care, you must:

- For suspected theft, report it to Victoria Police within two business days of you becoming aware.
- Retain a copy of the police report. If requested by an Authorised officer, you must produce a copy of the police report.
- Report the theft, loss or escape of wildlife to the Conservation Regulator by email, or by completing the [Notify Theft, Loss, Damage or Escape](#) form available on our website below and emailing us the completed form within two business days of becoming aware of the loss.
- Record the theft, loss or escape of wildlife into your record book.

✉ Email	wildlifelicencing@deeca.vic.gov.au
➤ Visit	vic.gov.au/private-licence-obligations-and-record-keeping



Theft, loss, or damage of record book or return form

- 5 It is a condition of any wildlife licence that the licence holder, in a form approved by the relevant body, must notify the relevant body of any theft or loss of, or damage to, any of the following within 2 business days of becoming aware of the theft, loss or damage—

- a a record book;
- b a return form;
- c a copy of a return form;

➤ WILDLIFE REGULATIONS 2024, REG 33(5)

It is a condition of any wildlife licence that the licence holder must notify the relevant body within 10 business days of any change of name, address or telephone number of the licence holder.

➤ WILDLIFE REGULATIONS 2024, REG 36(1)(A)

Objective

To ensure licence details are up to date and the person responsible for the wildlife licence is identifiable.

How to comply

You must notify the Conservation Regulator within 10 business days of any changes to the details listed on your licence, including changes to your name, contact details, or residential address. You can do this by completing the form available on [our website](#).

An amended licence will be posted to you.

Your residential address is the specified premises where wildlife must be kept in accordance with your licence. If your specified premises change, you must ensure the new premises have wildlife enclosure(s) that meets the requirements for all wildlife held under your licence.

Changing your specified premises may prompt inspection from Authorised Officers to determine if your new enclosures meet the required specifications.

Objective

To ensure the integrity and confidentiality of records.

How to comply

You must report the loss, theft or damage of your Wildlife Record Book or Annual Returns to the Conservation Regulator by email within two business days of becoming aware. You can do this by completing the **Notify Theft, Loss, Damage or Escape** form available on our website below and emailing us the completed form.

✉ Email wildlifelicencing@deeca.vic.gov.au

➤ Visit vic.gov.au/private-licence-obligations-and-record-keeping

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