**Sections 89, 100 and 113 – Nature Conservation (Animals) Regulation 2020**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **RECEIPTING DETAILS ONLY**  DATE RECEIPTED   |  |  |  | | --- | --- | --- | |  |  |  |   RECEIPT NUMBER   |  | | --- | |  |   AMOUNT RECEIVED   |  | | --- | | $ |   RECEIPTED BY (NAME AND OFFICE)   |  | | --- | |  | | **Standard, specialised or advanced licence**  **(native animal keeping, 18 years or older)** |
| **Important information for applicants**  Applications can be made using the Department of Environment and Science (the department) digital platform for online services and transactions. Visit <https://www.business.qld.gov.au/running-business/environment/online-services> for more information.  If you do not want to use the department’s Online Services, this form can be used to apply for a new standard, specialised or advanced native animal keeping licence by applicants that are 18 years or older.  If you are under 18 years, please use the paper-based form specifically for applicants aged between 13 and 17 years of age “Application form – Standard, specialised or advanced licence (for a child aged between 13 and 17 years of age).”  Information requested will enable your application to be processed as prescribed by the *Nature Conservation Act 1992* (the Act)*.* Your application must be assessed, and a licence granted by the chief executive before you can proceed with the proposed activity. **Your application may take up to 40 business days to process.**  Before lodging this application, please read the information materials available on the department’s website at <https://www.qld.gov.au/environment/plants-animals/wildlife-permits/permit-types/keeping-native-animals>.  You should be familiar with the requirements of the Act and regulations available on the Office of Queensland Parliamentary Counsel website at <https://www.legislation.qld.gov.au/>. If you have queries about how to complete this form correctly or need guidance contact Permits and Licensing on **1300 130 372 option 4**. |

**Terms and Conditions**

**Permits, licences and authorities**

Queensland's native wildlife is protected by legislation that aims to conserve biodiversity by protecting native plants and animals and their habitat. All native plants, birds, reptiles, mammals, and amphibians are protected, along with some invertebrates, freshwater fish, the estuary stingray, and the grey nurse shark.

Other aquatic species are protected by the [Department of Agriculture and Fisheries](https://www.daf.qld.gov.au/), the [Great Barrier Reef Marine Park Authority](http://www.gbrmpa.gov.au/) and the Australian Government.

A licensing system helps us protect native wildlife species. By regulating the sustainable taking, keeping, using, or moving of native animals we contribute to the maintenance of viable wild populations of plants and animals.

The type of approval(s) you will need depends upon a number of things, including:

* The nature and purpose of your proposed activity;
* The tenure of the area in which you intend to undertake your activity; and
* The species of wildlife concerned.

To apply for permits:

* within the protected area estate (including nature refuges and special wildlife reserves) as defined in the Act (e.g. national park, national park [Aboriginal land], national park [Torres Strait Island land] etc); or
* within a marine park under the *Marine Parks Act 2004*; or
* within State forest estate under the *Forestry Act 1959* (e.g. state forests and timber reserves).

Please contact Queensland Parks and Wildlife Service and Partnerships (QPWS&P) at [parkaccess@des.qld.gov.au](mailto:parkaccess@des.qld.gov.au)

Note: Corporations must have an office in Queensland to be eligible to apply for an authority. The Act and the subordinate Nature Conservation Regulations may be found the Office of Queensland Parliamentary Counsel website at <https://www.legislation.qld.gov.au/>

**Privacy statement for wildlife permits**

Information you provide assists the department in administering animal and plant licences, permits and authorities granted under the Act.

Some information may be provided to the Department of Agriculture and Fisheries; Queensland Health; Queensland Police Service and the Australian Defence Force in order to investigate biosecurity or health issues or allegations of unlawful activity.

Some information, where relevant, may also be sent to non-government organisations such as the RSPCA Qld and the Queensland Wildlife Rehabilitation Council for the purpose of improving standards of native animal care.

Personal information in relation to your permit will not be disclosed to any other parties without your consent, unless authorised or required by law.

More information on our commitment to privacy is available on the department’s website at <https://www.des.qld.gov.au/legal/privacy.html>. For specific privacy information or enquiries please email [privacy@des.qld.gov.au](mailto:privacy@des.qld.gov.au)

**Completion of this form**

To enable your application to be processed you must answer all sections and acknowledge you have read the ‘terms and conditions’ by checking the box in section 1.

If you do not complete all sections, sign, and date the application form, your application will be returned to you as invalid.

1. **You may only lodge this application if you have accepted the above terms and conditions and are over 18 years old**

I am 18 years old, or older, and accept the above terms and conditions.

1. **Applicant information**

An authority may only be granted to an individual or corporation. A corporation must have an office in Queensland to be eligible to apply for an authority. Please tick the appropriate box:

**An individual**  **An organisation**

**Applicant details for an individual**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TITLE | \*first name | Middle name | \*Surname | \* DATE OF BIRTH |
| Mr  Mrs  Ms  Miss  Other |  |  |  |  |

**Applicant details for an organisation**

Organisation type –

Company  Australian registered (foreign) body  Incorporated association

Co-operative  Government  Not-for-profit organisation

|  |  |  |
| --- | --- | --- |
| \*australian business number | \* business name | |
|  |  | |
| Chief executive officer | | Australian company number / association number |
|  | |  |

**Applicant registered / residential address**

|  |  |  |  |
| --- | --- | --- | --- |
| \* RESIDENTIAL ADDRESS (not a post office box) | \* Suburb | \* State | \* POST CODE |
|  |  |  |  |

(WRITE ‘AS ABOVE’’ IF SAME AS registered/RESIDENTIAL ADDRESS)

|  |  |  |  |
| --- | --- | --- | --- |
| POSTAL ADDRESS | Suburb | State | POST CODE |
|  |  |  |  |

**Applicants contact details – email and phone contact is mandatory**

|  |  |  |  |
| --- | --- | --- | --- |
| EMAIL address |  | | |
| Phone type  Home phone  Office phone  Mobile phone | | Area code | Phone number (NOTE: 10 digits including area code) |

1. **Permit activity**

This application is used to apply for a new standard, specialised or advanced licence by applicants that are 18 years or older. Standard, specialised or advanced licence licences allow people to keep, breed or trade protected animals in Queensland. Licences are based on the number of animals you have, your intention to keep, breed or trade them and the species class listings allocated to that animal.

All class 1 and class 2 animals require a standard, specialised or advanced licence. For a full list of class 1 and class 2 animals please refer to [Schedule 3](https://www.legislation.qld.gov.au/view/html/inforce/current/sl-2020-0136#sch.3) of the Nature Conservation (Animals) Regulation 2020. Under this schedule a ‘dangerous snake’ is defined as a Class 2 dangerous animal.

Tick below for the type of licence you require:

**Standard licence**

* Use this application if you wish to keep up to a maximum total of 10 class 1 animals which include some species of birds, reptiles, amphibians, scorpions (genus Urodacus) and tarantulas (family *Theraphosidae*).
* The standard licence holder is prevented from trading an animal within six (6) months of acquisition.
* The standard licence holder is not authorised to breed animals in their possession.

**Specialised licence**

* Use this application if you wish to keep up to a maximum total of 50 animals:
  + class 1 animals - birds, reptiles, and amphibians, and
  + class 2 animals - birds, reptiles, and amphibians (including dangerous snakes with special approval), and
  + an unlimited number of protected scorpions (genus Urodacus) and tarantulas (family *Theraphosidae*).
* The specialised licence holder is prevented from trading an animal within six (6) months of acquisition.
* The specialised licence holder is authorised to breed animals in their possession and offspring can be sold or given away once they are no longer dependant on parent/s.
* Where a specialised licence holder exceeds the maximum limit of 50 animals, for example via a breeding event, the licence holder must notify the department who will direct the holder to either:
  + upgrade their licence to an advanced licence where practical; or
  + humanely dispose of reproductive material (i.e. eggs); or
  + seek approval to sell or give away the animals once they are no longer dependent on their parent/s.

**Advanced licence**

* Use this application if you wish to keep, breed and trade:
  + an unrestricted number of class 1 or class 2 animals (birds, reptiles, and amphibians) (including dangerous snakes with special approval); and
  + an unlimited number of protected scorpions (genus Urodacus) and tarantulas (family *Theraphosidae*).
* The advanced licence holder is authorised to trade an animal at any time from acquisition. There are no restrictions on trade.
* The advanced licence holder is authorised to breed animals in their possession, and offspring can be sold or given away once they are no longer dependant on parent/s.

Note:Under section 115 (4) and (5) of the Nature Conservation (Animal) Regulation 2020, a person may keep, buy, sell, or give away dangerous snakes if the location (the licenced premises) is the permit holders’ primary place of residence. Meaning, a person may only trade dangerous snakes from their residential address only, not from a commercial premises.

1. **Acknowledgement of licence requirements**

I have read and understood the above licence requirements for the licence type I have selected.

1. **Code of practice and appropriate keep**

I have the necessary skills, experience, and equipment to keep relevant animals under this licence in accordance with the [Code of practice - Captive reptile and amphibian husbandry](https://deedi-search.squiz.cloud/s/redirect?collection=des-meta&url=https%3A%2F%2Fenvironment.des.qld.gov.au%2F__data%2Fassets%2Fpdf_file%2F0020%2F90614%2Fcp-wm-captive-reptile-amphibian-husbandry.pdf&auth=fqIIcSet5qJzbCBw%2BC0kmg&profile=_default&rank=1&query=Code+of+practice+-+Captive+reptile+and+amphibian+husbandry) and/or [Code of practice – Aviculture](https://deedi-search.squiz.cloud/s/redirect?collection=des-meta&url=https%3A%2F%2Fenvironment.des.qld.gov.au%2F__data%2Fassets%2Fpdf_file%2F0032%2F89690%2Fcp-wm-aviculture.pdf&auth=3JOT%2FNrEcvGCYpvymQqXMQ&profile=_default&rank=1&query=Code+of+practice+%E2%80%93+Aviculture).

1. **Location where the wildlife is to be kept**

Provide the address where the animals will be kept. This authority can be granted for one place only and it must not be a post office box**.**

|  |  |  |  |
| --- | --- | --- | --- |
| \* Physical street address (WRITE “AS ABOVE” IF SAME AS RESIDENTIAL ADDRESS) | \* Suburb | \* State | \* POST CODE |
|  |  | \* |  |

**OR**

|  |  |
| --- | --- |
| \* Lot number | \* Plan number |
|  |  |

1. **Wildlife Suitability**

During the past three (3) years, have you (or an associate) been convicted of: (i) an offence against the Act; or (ii) an animal welfare offence under the *Animal Care and Protection Act 2001*;or (iii) an offence relating to wildlife against another Act, or an offence, however described, equivalent to an offence mentioned under (i) or (ii) under the law of another State or country?

Yes – an assessment officer will contact you regarding this response.

No

Note: An associate, of a person whose suitability to hold an animal authority is being considered, means –

1. If the person is a corporation – each executive officer of the corporation; or
2. If the person is an individual – another person who –
   1. is, or is intended to be, regularly or usually in charge of the individual’s activity or business, or proposed activity or business, that relates, or is intended to relate, to the authority; or
   2. regularly directs staff for the activity or business in their duties; or
   3. is, or is intended to be, in a position to control or substantially influence the activity or business, or proposed activity or business.
3. **Requirement for record keeping**

Online record keeping (via the department’s online licensing system) is required for standard, specialised, and advanced licences, unless the licence holder is approved by the chief executive to use paper records because of exceptional circumstances.

1. Select the record keeping system you will use.

|  |
| --- |
| I will use the online record keeping system (recommended) – **go to section 10.** |
| I want to seek approval to use paper record keeping because of exceptional circumstances. |

1. Outline the exceptional circumstances that prevent you from using electronic records; or make it impractical to use electronic records.

Select all that apply:

|  |
| --- |
| I am not computer literate. |
| I do not have reliable internet access. |
| I do not have access to an electronic device. Examples of electronic devices include a computer (desktop or laptop); a smartphone; a smartwatch; a tablet (Apple iPad or android device); a smart TV; etc.). |

1. Select one of the options below for supplying a paper record books:

|  |  |
| --- | --- |
| I already have a department approved record book. | If you already have a department approved record book, indicate the number of the book. |
| I do not have a department approved record book and would like to purchase a hard copy. | I want to order a record book:  20-page record book  50-page record book  The fee you pay must include the fee for the record book or your licence cannot be issued. The book will be sent to your postal address. |

1. **Return of operations**

If you select to use a hardcopy record book, you are required to submit a return of operations to the department.

Tick the boxes to acknowledge that you understood the requirements of use of the hardcopy record book and return of operations form.

Records of all wildlife taken, kept, used, sold, or given away under a standard, specialised or advanced licence must be recorded on a ‘return of operation’s’ form.

The form is required to be submitted to the department for the duration of the permit, and upon expiry:

For a standard licence – every 12 months; or

For a specialised or advanced licence – every three (3) months.

Even if no changes from last return submitted have occurred, a return of operations form must be submitted to the department.

The return of operations form is available by contacting Permits and Licensing on 1300 130 372, option 4 or on the departments website at <https://environment.des.qld.gov.au/licences-permits/plants-animals/return-of-operations>.

1. **Are you applying to keep dangerous snakes on a specialised or advanced licence?**

No – **go to section 15.**

Yes – Applications for dangerous snakes will be assessed in accordance with the [Assessment guideline for applications to keep dangerous snakes on specialised and advanced licences](https://environment.des.qld.gov.au/__data/assets/pdf_file/0017/90503/gl-wl-rwl-restricted-reptiles-assessment.pdf). Applicants are advised to read the guideline prior to providing supporting information.

1. **What level dangerous snakes does the application refer to?**

Tier 1 – First-level dangerous snakes

Tier 2 – Second-level dangerous snakes

Tier 3 – Third-level dangerous snakes

1. **To obtain a specialised or advanced licence to keep dangerous snakes please provide the following documents with your application.**

**Mandatory documents. Required for applications with dangerous snake endorsements:**

First aid certificate – delivered by a recognised provider. The certificate must be current at time of application.

|  |  |  |  |
| --- | --- | --- | --- |
| Certificate number | Provider | Expiry date | Certificate attached |
|  |  |  | Yes |

A certificate indicating that you have successfully completed a training course concerning the keeping and safe handling of reptiles and amphibians, including venomous snakes.

Provide details:

|  |  |  |  |
| --- | --- | --- | --- |
| Certificate number | Provider | Expiry date | Certificate attached |
|  |  |  | Yes |

**Demonstrating experience in keeping first-level, second-level, or third-level dangerous snakes.**

Provide evidence to demonstrate at least one of the following:

1. Have held a standard, specialised, or advanced licence, recreational wildlife licence without authorisation for dangerous snakes for a minimum of 12 months

Have held a standard, specialised, or advanced licence, or recreational wildlife licence under a former licensing system, without authorisation for dangerous snakes for a minimum of 12 months; or

Are currently the holder of an equivalent licence in another State or territory.

Provide details:

|  |  |  |  |
| --- | --- | --- | --- |
| Licence Number | State | Expiry date | Copy of Licence attached |
|  |  |  | Yes |

**OR**

1. Evidence of current or previous employment or involvement in the reptile industry working with dangerous snakes. Tick any that apply.

Employed by a specialist or advance licence holder or equivalent;

Employed by the holder of an exhibition or demonstrator permit for dangerous snakes e.g. zoo, demonstrator or equivalent;

You have held a damage mitigation permit for a minimum of 12 months or have been employed by the holder of a damage mitigation permit for a similar period, where your function included the capture of venomous snakes;

Held a farming or harvesting licence for a minimum of 12 months or have been employed by the holder of a farming or harvesting licence (i.e. for snake venom) or equivalent.

Provide details:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Licence Number | Licence holders | Expiry date | Copy of Licence attached | Copy of return of operations attached (if applicable) |
|  |  |  | Yes | Yes |

A written reference(s) from a former or current employer or another person who keeps reptiles under a licence, under whose supervision you handled and maintained a captive population of reptiles and amphibians, including venomous snakes, over an extended period of time, as well as providing proof of their own skills and experience.

|  |  |  |
| --- | --- | --- |
| Name of reference | Contact details of reference | Referee report attached |
|  |  | Yes |

**OR**

1. References from two (2) herpetologists who are recognised as being of high standing in the scientific research community attesting to the applicant’s ability to identify, handle and maintain a population of captive reptiles and amphibians, including venomous snakes, as well as providing proof of their own skills and experience.

Provide details:

|  |  |  |
| --- | --- | --- |
| Name of First reference | Contact details of First reference | Referee report attached |
|  |  | Yes |
| Name of second reference | Contact details of second reference | Referee report attached |
|  |  | Yes |

Note: You may also provide photocopies of papers or journal articles, of which you are the principal author, concerning research into the biology or conservation of native reptiles and amphibians in the wild, including venomous snakes.

**AND**

**Demonstrated experience in handling and husbandry of dangerous snakes**

Provide relevant photos or videos which demonstrate:

Handling and husbandry skills

Cleaning and maintaining enclosures

**Facilities for the keeping of dangerous snakes**

Provide relevant photos or videos of the room or enclosures which demonstrate that the facilities for the species housed are in accordance with the Code of practice - Captive reptile and amphibian husbandry.

Provide photos or videos of:

Individual housing for elapids

Snake-proofing of all enclosures

Gaps no greater than 1 millimetre in width

Cleaning and maintaining enclosures

Labelling of all enclosures with species, common name, and number of occupants (if breeding)

First aid equipment of snakebite is present

Rolled crepe bandages (minimum two)

Pictogram of medical procedures

Equipment required for handling venomous snakes may include:

Hook

Grasping tongs

Hoop bag

Jigger / head press

Feeding tongs / forceps

Clear tubes – clear rubber or PVC tubes

Hide box

**Answer the following questions in full:**

Outline your experience with keeping snakes, particularly keeping venomous snakes, e.g. have you previously kept snakes, including venomous snakes under a licence.

|  |
| --- |
|  |

Describe the safety procedures you will apply when handling or moving venomous snakes.

|  |
| --- |
|  |

What security procedures do you have/will you have in place for keeping venomous snakes? Provide photos of secure enclosures and tools used to handle venomous snakes.

|  |
| --- |
|  |

What animal enclosures and security procedures do you have in place (e.g. safety/warning signs on doors)? Provide relevant photos.

|  |
| --- |
|  |

Are you planning to breed venomous snakes and, if so, are you aware of the restrictions on numbers allowed to be held?

|  |
| --- |
|  |

Provide a list of all venomous snakes currently in your possession, including quantities.

|  |
| --- |
|  |

1. **Determining incompatible land use**

Limits may be applied on how many dangerous snakes are permitted if the address where the animals will be kept is within 100 metres of the following areas. Tick all that apply.

A location within 100 metres of a densely populated area.

A location within 100 metres of a public use area

sport and recreation zones e.g. developed parks, playgrounds or playing fields, gymnasiums, public swimming pools, tennis courts, etc.

community facilities zone e.g. educational establishments, hospitals, transport networks (i.e. train/bus station)

centre zones e.g. shopping centres, restaurants and entertainment areas, office buildings, etc.

tourist accommodation zones e.g. hotels, motels and caravan parks, etc.

None of the above.

1. **Have you provided all information and evidence required in sections 11 to 13?**

No – STOP – do not proceed. Information requested above enables your application to be assessed in accordance with [Assessment guideline for applications to keep dangerous snakes on specialised and advanced licences](https://environment.des.qld.gov.au/__data/assets/pdf_file/0017/90503/gl-wl-rwl-restricted-reptiles-assessment.pdf). Insufficient information may result in a processing delay or result in refusal of your application.

Yes

1. **Person in charge identity details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TITLE | \*first name | Middle name | \*Surname | \* DATE OF BIRTH |
|  |  |  |  |  |

**Person in charge residential address**

|  |  |  |  |
| --- | --- | --- | --- |
| \* RESIDENTIAL ADDRESS (not a post office box) | \* Suburb | \* State | \* POST CODE |
|  |  |  |  |

(WRITE ‘AS ABOVE’’ IF SAME AS RESIDENTIAL ADDRESS)

|  |  |  |  |
| --- | --- | --- | --- |
| POSTAL ADDRESS | Suburb | State | POST CODE |
|  |  |  |  |

**Person in charge contact details – email and phone contact is mandatory**

|  |  |  |  |
| --- | --- | --- | --- |
| EMAIL address |  | | |
| Phone type  Home phone  Office phone  Mobile phone | | Area code | Phone number: NOTE: 10 digits (INCLUDING area code) |

1. **Application contact details**

Same as applicant  Alternate contact person

An alternative contact nominated by the legal entity which either has or will submit an application to be assessed by the department. All departmental correspondence relating to the assessment of applications will be directed to the application contact, however, if the application results in the issuing of a relevant authority, the relevant authority will be sent to the customer contact or if nominated, the primary contact.

|  |  |
| --- | --- |
| \*name and position | email address |
|  |  |
| PRIMARY PHONE. NOTE: 10 digits (INCLUDING area code) | secondary phone |
|  |  |

1. **Applicant’s signature**

|  |  |
| --- | --- |
| APPLICANT’S NAME |  |
| APPLICANT’S SIGNATURE | DATE |

|  |  |
| --- | --- |
| 1. **Applicant checklist**   All sections on application form completed, signed, and dated.  Supporting information and accreditation attached.  Fees – application and record book (if applicable)  cheque or money order (attached)  credit card – you will be contacted by Permits and Licensing.  **Please make all cheques or money orders payable to Department of Environment and Science** | Please return your completed application to:  **Permits and Licensing**  **Department of Environment and Science**  GPO Box 2454  Brisbane  Queensland 4001  Enquiries: **1300 130 372 option 4**  Email: [palm@des.qld.gov.au](mailto:palm@des.qld.gov.au) |

A schedule of fees information sheet, codes of practice and assessment guidelines may be obtained from the department’s website <http://www.des.qld.gov.au> or by contacting Permits and Licensing on 1300 130 372.