*Coastal Protection and Management Act 1995*

Application for historical tidal works approvals

This form is to be used to apply for searches of tidal works approvals pursuant to the Planning Act 2016 (this includes approvals under previous legislation and tidal works approvals prior to 18 November 2005). For tidal works that are prescribed tidal work[[1]](#footnote-2), local government is the assessment manager and should be contacted to undertake these searches. Prescribed tidal works came into effect from 18 November 2005.

# 1. Specific information requirements

Please provide details of applicant

|  |  |
| --- | --- |
| Name |       |
| Address |       |
| TELEPhone |       |
| E-mail |       |

Property description

|  |  |
| --- | --- |
| Lot number |  |
| plan number |  |

Property location

|  |  |
| --- | --- |
| Street nUMBER and name |       |
| Suburb/town/Postal Code |       |

**Date of approval if known or any other reference you have**

|  |  |
| --- | --- |
| Approval date or reference |       |

**2. Payment**

|  |  |
| --- | --- |
| The search fee[[2]](#footnote-3) is: | $      for       lots |
| Note: If an approval is found and you request copies of associated plans, there may be additional charges2 for a copy of each approved plan. The amount of this fee will be advised with the search results. |
| The applicable fee is $ |       |  |

**Preferred payment method**

[ ]  Email the completed application with a request to pay the application fee by Bpoint.  Please do not email your credit card details – we will send you a link to pay securely by credit card via BPoint.

**Alternatively**

[ ]  Application fee is enclosed with this application (by cheque or money order made payable to the Department of Environment, Science and Innovation).

|  |
| --- |
| Note: An incomplete application (including applications that do not include the fee) may be invalid. Invalid applications will be returned without processing and will only be processed if resubmitted with all invalidating issues addressed. |

# 3. Declaration

Note: If you have not told the truth in this application, you may be liable for prosecution under the relevant Acts or Regulations.

* I do solemnly and sincerely declare that the information provided is true and correct to the best of my knowledge.
* I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*.

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

# 4. Applicant checklist

[ ]  Application form(s) completed and signed

[ ]  Fees paid or enclosed

**Please return your completed application to:**

Permit and Licence Management

Department of Environment, Science and Innovation

GPO Box 2454

Brisbane Queensland 4001

Enquiries: 1300 130 372 (Option 4)

Email: palm@des.qld.gov.au

Documents referred to throughout this form are available at **www.des.qld.gov.au** or by contacting Permit and Licence Management on the above contact details.

|  |
| --- |
| **Office use only** |
| Item | LAIS code |
| Search fee | 9311662192172 |
| Copies of approved plans | 9311662192189 |

**Privacy statement**

The Department of Environment, Science and Innovation is committed to protecting the privacy, accuracy and security of your personal information in accordance with the *Information Privacy Act 2009*. The department is collecting your personal information in this form in order to determine what information is available and respond to your request. The information will only be accessed by authorised employees within the department. Your information will not be given to any other person or agency unless you have given us permission or we are authorised or required by law. All information supplied on this form may be disclosed publicly in accordance with the *Right to Information Act 2009* and *Evidence Act 1977*. For queries about privacy matters email: privacy@des.qld.gov.au or telephone: 13 74 68.

1. For further information please refer to the guideline ‘Excluded work (Coastal) - Guideline for coastal development’ (available at [www.qld.gov.au](http://www.qld.gov.au/) using the publication number [EPP/2016/2081](https://www.des.qld.gov.au/policies?a=272936:policy_registry/gl-cd-excluded-works.pdf) as a search term). [↑](#footnote-ref-2)
2. See the information sheet ‘Fees and royalties payable under the *Coastal Protection and Management Act 1995*’ (available at [www.qld.gov.au](http://www.qld.gov.au/) using the publication number ESR/2015/1854 as a search term). [↑](#footnote-ref-3)