*Environmental Protection Act 1994*

Application to change the anniversary day of an environmental authority

*This approved form is to be used by the holder of an environmental authority to request a change to the anniversary day of an environmental authority under section 316L of the* Environmental Protection Act 1994 *(EP Act).*

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| **GUIDE**  If you require assistance in answering any part of this form, or have any questions about your application please contact the relevant department. Contact details are at the end of this form.  The environmental authority number and details may be found on the existing environmental authority or quoted in other correspondence received from the administering authority.  If more space is required for any responses, please attach additional information as a separate page.  If there is an agent acting on behalf of the environmental authority holder, provide details in this section. An agent could be a consultant or a contact for the environmental authority holder.  As statutory documents need to be sent to all applicants, this section can also be used when there are multiple environmental authority holders to nominate an address for statutory documentation to be sent ‘care of’ to. | **Application details** |
| Environmental authority details  |  | | --- | | ENVIRONMENTAL AUTHORITY NUMBER  Insert reference number. | | ENVIRONMENTAL AUTHORITY HOLDER NAMES  Insert names. |   **Agent details/address for service**  The address supplied here will also be used as a service address for sending statutory documents. If this section is left blank, statutory documents will be sent to the address previously supplied for the holder or principal applicant for the environmental authority.   |  |  | | --- | --- | | INDIVIDUAL OR BUSINESS NAME (INCLUDE TRADING NAME IF RELEVANT)  Insert name. | | | RESIDENTIAL ADDRESS OR REGISTERED BUSINESS ADDRESS (NOT A POST OFFICE BOX ADDRESS)  Insert address. | | | POSTAL ADDRESS (IF DIFFERENT FROM ABOVE)  Insert address. | | | CONTACT PERSON  Insert name. | | | PHONE  Insert phone no. | FACSIMILE  Insert fax no. | | EMAIL  Insert email. | | |
|  | Current anniversary day  |  | | --- | | CURRENT ANNIVERSAY DAY  Insert current anniversary day. | |
|  | Proposed anniversary day  |  | | --- | | PROPOSED ANNIVERSAY DAY  Insert proposed anniversary day. | |
|  | Reason for change to anniversary day  |  | | --- | | REASON FOR CHANGE  Insert reason. | |
| The first step towards payment is to calculate the fees payable. Information on these fees can be located in the information sheets Fees for Permits for Environmentally Relevant Activities (ERAs) using the publication number (ESR/2015/1721 for this document) as a search term on **www.qld.gov.au**  Credit card payments over the phone are still available at Department of Agriculture and Fisheries for applications for ERA 2, ERA 3, and ERA 4. | Payment of fees  |  |  | | --- | --- | | The anniversary day changeover fee is: | $ Insert amount |   You may pay your fee via cheque or money order.  Select the payment method below:   |  | | --- | | Payment by cheque or money order made payable to the Department of Environment, Science and Innovation (attached).  Payment by cheque or money order made payable to the Department of Agriculture and Fisheries (attached). | | |  |  | | --- | --- | | Please contact me (the applicant) for credit card payment, (Department of Agriculture and Fisheries only): | | | Phone number: | Insert phone no. | | |
| Where there is more than 1 holder of the environmental authority, this declaration is to be signed by all holders, unless there is an agreement between all holders that 1 can sign on behalf of the other.  **Note:** If only 1 holder is signing this application form, they are committing all holders to the content of the application and the declaration.  Where the environmental authority holder is a company, this form must be signed by an authorised person for that company.  **Privacy statement**  The Departments of Environment. Science and Innovation (DESI) and Agriculture and Fisheries (DAF) are collecting the information on this form to process your application to change the anniversary day of an environmental authority. This collection is authorised under sections 310 to 313 of the *Environmental Protection Act 1994*. Your personal information will only be accessed by authorised employees within these departments and will not be disclosed to any other parties unless authorised or required by law. For queries about privacy matters please email [**privacy@des.qld.gov.au**](mailto:privacy@ehp.qld.gov.au) or telephone: 13 74 68. | Declaration **Note:** If you have not told the truth in this application you may be prosecuted.  Where an agreement is in place between all holders of the environmental authority, that 1 holder can sign on behalf of the other joint holders, please tick the below checkbox.  I have the authority to sign this form on behalf of all the joint holders of the environmental authority.  I declare that:   * I am the holder of the environmental authority, or authorised signatory holder of the environmental authority. * The information provided is true and correct to the best of my knowledge. I understand that it is an offence under section 480 of *the Environmental Protection Act 1994* to give to the administering authority or an authorised person a document containing information that I know is false or misleading in a material particular. * I understand that under section 480A of the *Environmental Protection Act 1994* that, if I am required to give a document to the administrating authority or an authorised person, it is an offence to give a document that contains incomplete information in a material particular. * I understand that failure to provide sufficient information may result in the application being refused * 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*. * I understand that an incomplete application (including applications that do not include the correct fee) may be invalid. Invalid applications will be returned without processing and will only be processed if resubmitted with all invalidating issues addressed.  |  |  | | --- | --- | | APPLICANT’S NAME  Insert name. | | | APPLICANT’S SIGNATURE | | | POSITION OF SIGNATORY  Insert position. | DATE  Click here to enter a date. | | JOINT HOLDER’S NAME (IF APPLICABLE)  Insert name. | JOINT HOLDER’S SIGNATURE (IF APPLICABLE) | | JOINT HOLDER’S NAME (IF APPLICABLE)  Insert name. | JOINT HOLDER’S SIGNATURE (IF APPLICABLE) | |
|  | **Applicant checklist**  Application form has been signed and all questions completed.  Fees enclosed. |
| **Further information**  The latest version of this publication and other publications referenced in this document can be found at **www.qld.gov.au** using the relevant publication number (ESR/2015/1732 for this document) as a search term. | Please submit your completed application kit to: **For ERA 2, ERA 3 or ERA 4**   |  |  | | --- | --- | | **Post:**  Senior Environmental Scientist  Animal Industries  Department of Agriculture and Fisheries  PO Box 102  TOOWOOMBA QLD 4350 | **Enquiries:**  Phone:  07 4688 1374  Fax:  07 4529 4192  Email: [**livestockregulator@daf.qld.gov.au**](mailto:livestockregulator@daf.qld.gov.au) |   **For all other ERAs**   |  |  | | --- | --- | | **Post:**  Department of Environment, Science and Innovation  GPO Box 2454  BRISBANE QLD 4001 | **Enquiries:**  Permits and Licensing  Phone: 13 QGOV (13 74 68)  Email: [**palm@des.qld.gov.au**](mailto:palm@des.qld.gov.au) | |