



Application for a new livestock export licence, approved arrangement or approved export program

Form approved under section 377(1)(b) of the *Export Control Act 2020*

Section A: General information

Purpose of this form

For a person in executive management to apply on behalf of a business for a new:

- livestock export licence
- approved arrangement (other than for exporter supply chain assurance operations)
- approved export program.

To apply for an exemption from having an approved arrangement, complete the [Application for a small and infrequent exemption from approved arrangements for the export of livestock](#).

Before applying

All applicants

Ensure you read and understand the requirements and relevant guidelines associated with your application:

- [livestock export licence](#)
- [approved arrangements](#)
- [approved export program](#).

Livestock export licence applicants

Ensure you:

- understand the meaning of 'associate' as defined in section 13 of the [Export Control Act 2020](#)
- conduct the appropriate due diligence to support your responses to the fit and proper person test in [Section E](#)
- have the consent of the persons listed in [Section F](#) to provide their personal information to the department
- have notified those persons that their information will be handled in accordance with the [Privacy notice](#).

Application fee

You will be invoiced once assessment is complete.

Learn more about our [charging guidelines](#).

To complete this form

Electronically

Save the form to your desktop.

Open and complete the form using Adobe Acrobat Reader. Do not work on the form in your web browser.

You need the latest version of Adobe Acrobat Reader to save changes to this form on your computer or device. Download the [Adobe Acrobat Reader mobile app](#) for your smartphone or tablet.

Manually

Use black or blue pen, and print in BLOCK LETTERS

Mark boxes with a tick or a cross

Your application must include (where relevant)**Livestock export licence**

audited financial statements for the previous financial year

a copy of the partnership agreement

for you and each person listed in [Section E](#), an individual [National Police Certificate](#) issued by the Australian Federal Police within the past 6 months

Approved arrangement

the proposed arrangement and all supporting documents

Approved export program

the proposed export program and all supporting documents

Submit your application (email preferred)

Live Animal Export Branch
Department of Agriculture, Fisheries and Forestry
GPO Box 858
Canberra ACT 2601
Email livestockexp@aff.gov.au

More information

Email livestockexp@aff.gov.au
Phone + 61 2 6272 4581

Section B: Application type

To export livestock, you will need a livestock export licence. You will also need an approved arrangement and approved export program for the intended species, market and mode of transport (or an exemption from having an approved arrangement).

1 Indicate application type (select one or more boxes)

New livestock export licence – complete all sections

New approved arrangement – complete sections C and G

New approved export program – complete sections C and G

2 Indicate licence type (select one box)

I am applying for a new livestock export licence in this application

I am the holder of a livestock export licence

Livestock export licence number

Section C: Applicant details

3 Person in executive management authorised to sign this form

Given name(s)

Family name

Position in company

Work phone (include area code)

Mobile phone

Email

Date of birth (dd/mm/yyyy)

Place of birth

Home address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

4 Indicate business type (select one box)

Body corporate

Partnership

Sole trader

Other, provide details.

5 Business name (or name of individual if a sole trader with no registered business name)**6 Business address (if street address is the same as question 3, insert 'AS ABOVE')**

Street address

Suburb/town/city

State/territory

Postcode

Postal address

Suburb/town/city

State/territory

Postcode

Email

Email for invoicing purposes

7 Australian business registration (provide ABN and/or ACN)

Australian Business Number (ABN)

Australian Company Number (ACN)

Section D: New livestock export licence**8 Indicate the species of livestock you intend to export under the licence (select one or more boxes)**

Buffalo

Deer

Camelids

Goats

Cattle

Sheep

9 Indicate the mode of transport you intend to use under the licence (select one or more boxes)

Air

Sea

10 Indicate the status of the business's Commonwealth liabilities (select one box)

All relevant Commonwealth liabilities have been paid

One or more relevant Commonwealth liabilities have not been paid (provide details)

Section E: Fit and proper person test (new livestock export licence applicants only)

For new livestock export licence applications, we conduct a fit and proper person test on the applicant in accordance with section 372 of the *Export Control Act 2020*.

Applicants are not required to disclose spent convictions (see section 85ZM of the *Crimes Act 1914*).

11 Have you, or any of your associates, been convicted of an offence against, or ordered to pay a pecuniary penalty under:

- the *Export Control Act 2020* (including any instruments made under that Act) or the repealed *Export Control Act 1982*
- the repealed *Australian Meat and Live-stock Industry Act 1997*
- the *Biosecurity Act 2015* or the repealed *Quarantine Act 1908*
- the *Imported Food Control Act 1992*
- the *Illegal Logging Prohibition Act 2012*
- the *Primary Industries Levies and Charges Collection Act 2024* or the repealed *Primary Industries Levies and Charges Collection Act 1991*
- another Act prescribed by the Export Control Rules 2021, or
- the *Criminal Code Act 1995* or the *Crimes Act 1914*, to the extent that the conviction or order to pay a pecuniary penalty relate to an Act referred to in this question?

No

Yes Provide details (attach more pages if necessary)

12 Have you, or any of your associates, contravened an Act referred to in question 11?

No

Yes Provide details (attach more pages if necessary)

13 Do you, or any of your associates, have any outstanding charges under an Act referred to in question 11?

No

Yes Provide details (attach more pages if necessary)

14 Do you, or any of your associates, alone or jointly with another person, owe the Commonwealth a debt under an Act listed in question 11?

No

Yes Provide details (attach more pages if necessary)

15 Have you, or any of your associates, alone or jointly with another person:

- made a false or misleading statement in an application under the *Export Control Act 2020*
- given false or misleading information or documents to the Secretary of the Department of Agriculture, Fisheries and Forestry or to another person performing functions or duties or exercising powers under the *Export Control Act 2020*, the repealed *Export Control Act 1982*, or the repealed Part 2 of the *Australian Meat and Live-Stock Industry Act 1997*
- given false or misleading information or documents to the Secretary or the department under a prescribed agriculture law?

No

Yes Provide details (attach more pages if necessary)

16 Have you, or any of your associates, alone or jointly with another person:

- had an application refused under the *Export Control Act 2020*, the repealed *Australian Meat and Live-stock Industry Act 1997* or the repealed *Export Control Act 1982*
- had a licence, accreditation, approved arrangement or registration suspended, revoked or cancelled under the *Export Control Act 2020*?

No

Yes Provide details (attach more pages if necessary)

- 17 Have you failed to comply with any notice, instruction, condition or restriction under the *Export Control Act 2020*, including any instruments made under that Act, the repealed *Export Control Act 1982* or the repealed *Australian Meat and Live-stock Industry Act 1997*?**

No

Yes Provide details (attach more pages if necessary)

Section F: Persons who manage or control export operations (new livestock export licence applicants only)

- 18 List all persons who will participate in the management or control of the export operations. That is, persons who will have the authority:**

(a) to direct the export operations, or an important or substantial part of the export operations, or

(b) to direct another person who has authority as described in 18(a).

(attach more pages if necessary)

Person 1

Given name(s)

Family name

Position in company

Phone

Email

Date of birth (dd/mm/yyyy)

Place of birth

Home address

Suburb/town/city

State/territory

Postcode

Person 2

Given name(s)

Family name

Position in company

Phone

Email

Date of birth (dd/mm/yyyy)

Place of birth

Home address

Suburb/town/city

State/territory

Postcode

Person 3

Given name(s)

Family name

Position in company

Phone

Email

Date of birth (dd/mm/yyyy)

Place of birth

Home address

Suburb/town/city

State/territory

Postcode

Person 4

Given name(s)

Family name

Position in company

Phone

Email

Date of birth (dd/mm/yyyy)

Place of birth

Home address

Suburb/town/city

State/territory

Postcode

Person 5

Given name(s)

Family name

Position in company

Phone

Email

Date of birth (dd/mm/yyyy)

Place of birth

Home address

Suburb/town/city

State/territory

Postcode

Section G: Applicant declaration

To be completed by the authorised person listed in [question 3](#) of this application.

I declare that:

- the information I have provided is true and correct. I understand that making a false or misleading statement in an application or providing false or misleading information or documents may be considered an offence or be liable to a civil penalty
- for new livestock export licence applications, I have conducted the appropriate due diligence to support my responses in [Section E](#) regarding my associates, including persons who manage or control the export operations
- I have the consent of the persons listed on the livestock export licence to provide their personal information, including sensitive information, to the department
- I have notified those persons that their information will be handled in accordance with the [privacy notice](#)
- I have read and understood the privacy notice and Privacy Policy.

I understand:

- the requirements for approved arrangements, including those outlined in the [approved arrangements for the export of livestock guidelines](#) (if applicable)
- the requirements for approved export programs, including those outlined in the [approved export program guidelines for the export of livestock](#) (if applicable)
- that assessment of my application may be delayed if relevant documents listed in [Section A](#) are not included
- that the holder of a livestock export licence or approved arrangement must give the Secretary additional or corrected information as soon as practicable if information in, or relevant to, an application is incomplete or incorrect.

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

Section H: Privacy notice

‘Personal information’ means information or an opinion about an identified, or reasonably identifiable, individual.

‘Sensitive information’ is a subset of personal information and includes any information or opinion about an individual’s racial or ethnic origin, political opinion or association, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, trade or professional associations and memberships, union membership, criminal record, health or genetic information and biometric information or templates.

By completing and submitting this form you consent to the collection of all personal information, including sensitive information, contained in this form.

The Department of Agriculture, Fisheries and Forestry collects personal information in relation to this form as required under the *Export Control Act 2020* for the purposes of assessing your application and related purposes. These related purposes may include the department using the personal information of persons listed in this form (including persons who manage or control export operations, as listed in [Section E](#)) when performing functions or duties, or exercising powers, under the *Export Control Act 2020*.

If you fail to provide some or all of the personal information requested in this form, the department will be unable to process your application.

The department may disclose personal information to relevant authorities in an importing country and Australian Government agencies, persons or organisations where necessary for the purposes described, provided the disclosure is consistent with relevant laws, in particular the *Privacy Act 1988*. Personal information will be handled in accordance with the Australian Privacy Principles and the *Export Control Act 2020*.

By completing and submitting this form you consent to the disclosure of all personal information contained in this form to relevant authorities in an importing country. The department has not taken steps to ensure that relevant authorities in an importing country do not breach the Australian Privacy Principles. This means that:

- relevant authorities in an importing country may not be accountable under the *Privacy Act 1988*
- you may not be able to seek redress under the *Privacy Act 1988*
- you may not be able to seek redress in the overseas jurisdiction
- relevant authorities in an importing country may not be subject to any privacy obligations or to any principles similar to the Australian Privacy Principles.

See the department’s [Privacy Policy](#) to learn more about accessing or correcting personal information or making a complaint. Alternatively, email the department at privacy@aff.gov.au.