



# Application for registration as a small horticultural products registered establishment

Form approved under section 13A of the Export Control (Plants and Plant Products) Order 2011

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## Section A: General information

**Purpose of this form** For horticultural grower–exporters to apply for registration as a small horticultural products registered establishment. Successful applicants may be eligible for a reduced registered establishment fee of \$600 for a financial year.

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**Before applying**

- See [eligibility criteria](#) and [charging guidelines](#).
- If you occupy an establishment that is not yet registered with the department, you must complete this application and an [application to register an export establishment](#).

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**To complete this form**

**Electronically**

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  
Print in BLOCK LETTERS  
Mark boxes with a tick or a cross

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**Post or email your application (emailed applications preferred)**

Business Systems Program  
Plant Export Operations  
Department of Agriculture and Water Resources  
GPO Box 858  
Canberra ACT 2601


Phone 1800 900 090 (within Australia)  
+61 3 8318 6700 (outside Australia)

Email [registplant@agriculture.gov.au](mailto:registplant@agriculture.gov.au)

## Section B: Applicant

### 1 Applicant type

Registered establishment applicant  Go to question 3

Existing registered establishment  Go to question 2

### 2 Registered establishment number

### 3 Occupier name (legal entity name)

### 4 Australian business registration

Australian Business Number (ABN)

Australian Company Number (ACN)

### 5 Business address

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

### 6 Occupier contact details

Title      Given name(s)

Family name

Position

Work phone (include area code)

Mobile phone

Email

Fax

**7 Contact person (person in management and control)**

Title	Given name(s)	Family name
Position		
Work phone (include area code)	Mobile phone	
Email	Fax	

**Section C: Eligible horticultural product**

The total tonnage of horticultural product produced and prepared for export at a registered establishment must not exceed the maximum tonnage specified here within the financial year.

**8 Indicate which products you will produce and prepare for export (select one or more boxes)**

Product	Maximum tonnage per financial year
Apples/pears (either or both)	400
Avocados	5
Cherries	30
Citrus	400
Cut flowers	5
Kiwi fruit	5
Leafy vegetable	10
Mangoes	100
Melons	10
Stone fruit (except cherries)	400
Strawberries/berries (either or both)	5
Table grapes	400
Vegetables other than leafy vegetables	100
All other kinds of horticultural products	5

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## Section D: Applicant declaration

To be completed by the occupier named in section B of this application.

I declare that:

- I am the occupier and grower.
- the registered establishment will only be used within the financial year for operations associated with production and preparation for export of the horticultural item(s) that I have identified in section C.
- I am not currently and will not be an occupier of any other registered establishment within the financial year.
- the total tonnage of horticultural product(s) produced and prepared for export at my registered establishment will not exceed the maximum specified in section C within the financial year.
- as the occupier of the registered establishment, I understand that the information collected in this application will be used to determine my eligibility for registration as a small horticultural products registered establishment under section 13A of the Export Control (Plants and Plant Products) Order 2011.
- I accept that I will be charged the full rate for my registered establishment (as outlined in the charging guidelines) if my registered establishment does not meet any of the requirements of a small horticultural products registered establishment at any point in the financial year.
- the information I have provided is true and correct. I understand that it is a criminal offence under the *Criminal Code Act 1995* to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law. This offence carries a maximum penalty of 12 months' imprisonment.

I have read and understood the [privacy notice](#) and Privacy Policy.

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

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## Section E: Privacy notice

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

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

The Department of Agriculture and Water Resources collects your personal information (as defined in the *Privacy Act 1988*) in relation to this form as authorised under section 13A of the Export Control (Plants and Plant Products) Order 2011 for the purposes of assessing your application and related purposes. 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 your personal information to relevant authorities in an importing country and to Australian agencies, including the Department of Home Affairs, persons or organisations where necessary for the purposes described, provided the disclosure is consistent with relevant laws, particularly the Privacy Act. Your personal information will be used and stored in accordance with the Australian Privacy Principles.

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

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

See our [Privacy Policy](#) web page to learn more about accessing or correcting personal information or making a complaint. Alternatively, telephone the department on +61 6272 3933.