



Application for an export licence to export prescribed wood and woodchips (all fields are compulsory)

A person or company may complete this form to apply for an export licence to carry out export operations in relation to certain wood or woodchips which are prescribed under section 2-1 of the *Export Control (Wood and Woodchips) Rules 2021*, for the purpose of section 28(1) of the *Export Control Act 2020*. Prescribed goods, including prescribed wood or woodchips, are prohibited from export unless they comply with prescribed export conditions.

Name	
ABN	
Contact name	
Mailing address	
Phone number	
Email	

Consignment Details

Timber Species (common name)	
(botanical name)	
Total tonnage to be shipped:	
Expected date of sailing:	
Expected date of loading:	
Port of despatch:	
Country of destination:	
Buyer's name:	
Aust \$ per tonne:	
End use of wood:	

Liabilities to the Commonwealth

It is a requirement in most cases for the grant of an export licence that all relevant Commonwealth liabilities of the applicant have been paid.

Do you have any unpaid liabilities, including charges or penalties, owing to the Department of Agriculture, Water and Environment?

If yes, provide details, including of any relevant undertaking given to the Department of Agriculture, Water and Environment.

No

Yes Provide details (attach more pages if necessary)

Details of any relevant Commonwealth liabilities of the applicant will also be checked on departmental systems.

In order to meet prescribed export requirements for the grant of an export licence, the following information is required:

- A signed **declaration**, as outlined below.
- Attached **copies** of all relevant State issued documents and/or licences that apply to the wood or woodchips intended for export and **clear identification of the physical location** from which the wood or woodchips was harvested.
- Attached **copies** of documented evidence of the proposed use of the wood or woodchips – examples of acceptable documentation include a sales receipt, a confirmation of order, a letter of intent to buy or an invoice.

Declaration: made under Chapter 6, Part 1, Rule 6-1(2) of the Export Control (Wood and Woodchips) Rules 2021

Insert the name, address and occupation of person making the declaration

(where the applicant is a corporation)

am authorised to make the following declaration under section 6-1(2) of the *Export Control (Wood and Woodchips) Rules 2021* (Wood Rules) on behalf of the applicant:

(where the applicant is an individual)

make the following declaration under section 6-1(2) of the *Export Control (Wood and Woodchips) Rules 2021* (Wood Rules):

I have complied, and will continue to comply, with the applicable requirements of the following in relation to the export operations and prescribed wood or woodchips to be covered by the licence:

- (i) the *Environment Protection and Biodiversity Conservation Act 1999*;
- (ii) each management arrangement, as defined in section 1-7 of the Wood Rules, (if any) that applies to the export operations and prescribed wood or woodchips to be covered by the licence.

I have identified the designated places, as defined in the Wood Rules, (if any):

- (i) where export operations to be covered by the licence are to be carried out; or
- (ii) that would be adversely affected by those operations.

Identification of designated places:

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I undertake to take the following measures (if any) to protect the designated places (attach additional pages or documents as required):

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I understand that a person who intentionally makes a false statement or provides false or misleading information may commit an offence or be liable to a civil penalty (including under sections 137.1 and 137.2 of the *Criminal Code Act 1995* and sections 368 and 369 of the *Export Control Act 2020*). I make this declaration based on my own knowledge after making reasonable inquiries into the matters declared and I believe that the statements in this declaration are true in every particular.

.....
Signature	Date

Please complete a separate row for **each component of the consignment** (i.e. separate information is required for each location, wood type, species and licence number)

Location (Name/shire of private property) OR Lot or Plan Number	Tonnage (Metric)	Species	Wood type (logs, limbs, chips etc)	State issued harvesting licence or sales permit (type and number*)

- *Each State and Territory has different requirements for the harvest and sale of wood from crown and freehold land. Please check with your State or Territory authority to obtain the correct documentation.
- The Department of Agriculture, Water and the Environment requires that for each species you provide the property from which it was removed and the tonnage.

Important Note:

It is the exporter's responsibility to ensure that all Commonwealth and State or Territory legal requirements, including all approvals and licences required to harvest and export the wood or woodchips, have been obtained.

If a licence is granted, the Secretary (or delegate) may impose a condition or restriction on the licence that the Commonwealth and State or Territory legal requirements for the harvest of the wood must be complied with. It is an offence under the *Export Control Act 2020* to fail to comply with a condition of an export licence.

In addition to the information you have provided to complete this form, the Secretary (or delegate) may request further information from you, including (but not limited to) certified copies of relevant documents or further evidence relating to the sourcing and species of the wood intended to be exported.

Giving false or misleading information or a false or misleading document to the Commonwealth is a serious offence under the *Criminal Code Act 1995* (Cth).

Privacy:

The collection of personal information by the Department of Agriculture, Water and the Environment in relation to this application form is for the purpose of assessing your application for a licence to export prescribed wood and woodchips, ensuring ongoing compliance with relevant frameworks, and related purposes. Personal information may be disclosed to other Australian agencies, persons, or organisations, where necessary for these purposes, provided the disclosure is consistent with relevant laws, in particular the *Privacy Act 1988*. Your personal information will be used and stored in accordance with the Privacy Principles. By completing and submitting this form you consent to the collection of all personal information, including sensitive personal information, contained in this form.

If the relevant personal information requested in this application form is not provided by you, the Department of Agriculture, Water and the Environment will be unable to assess the application or grant the export licence.

The Privacy Policy of the Department of Agriculture, Water and the Environment, including information about access to and correction of your personal information, is available by selecting the 'Privacy' link at the bottom of the department's website at awe.gov.au. If you wish to contact the Department of Agriculture, Water and the Environment about your personal information or to make a complaint, you can contact:

Telephone: Department of Agriculture, Water and the Environment Switchboard
+61 2 6274 1111

Email: privacy@awe.gov.au

Post: Privacy Officer, Department of Agriculture, Water and the Environment,
GPO Box 858, Canberra ACT 2601

Applicant's Declaration

I understand that giving false or misleading information or documents to the Commonwealth is a serious offence. I have made reasonable enquiries and declare that the information contained in and attached to this application is true and correct in every detail. I agree to abide by all requirements and conditions in any export licence that is issued.

.....
Signature	Date

.....
Printed name	Position

Requirements for submitting this application

Please send the completed application and supporting documentation to the Department of Agriculture, Water and the Environment at:

Email wood.export@awe.gov.au

Mail Agvet Chemicals and Forestry Branch
Department of Agriculture, Water and the Environment
GPO Box 858
CANBERRA CITY ACT 2601