

MARINE PARKS PERMIT APPLICATION

Permit Transfer Application

April 2019

- This application must be lodged with the Great Barrier Reef Marine Park Authority (the Authority) a minimum of **20 business days** prior to the proposed date of transfer, and prior to the permit expiry date.
- This application must be completed in full, and signed by the current permit holder/s and the intended permit holder/s or, where one or both of the parties is a company, **must** be signed by a Director of the company (See Section E).
- Where the permit being transferred includes a Mooring, then the information specified in Section C **must** be provided.
- Where the permit being transferred includes a facility (other than a mooring), then the information specified in Section D **must** be provided.
- By signing this application you are consenting to Authority delegates providing the decision (including any correspondence and/or permit issued) electronically for the purposes of the *Electronic Transactions Act 1999*, and/or the chief executive of the Department of National Parks, Sport and Racing or his/her delegate providing the decision (including any correspondence or permit/s issued) electronically for the purposes of the *Electronic Transactions (Queensland) Act 2001*.
- **Note: Transfer applications that are not properly completed, or properly signed, or do not include all required information will be notified that they have 30 business days after the notice is given to provide the required information.**

SECTION A

To be completed by the current permit holder

1. Permit number to be transferred:
2. Name of current permit holder:
3. Postal address:
4. Contact Person:
5. Phone: Email:

SECTION B

To be completed by the intended permit holder

1. Name of intended permit holder:
 2. Where the intended permit holder is a company, indicate the ACN:
 3. Street address:
 4. Postal address:
 5. Trading Name: ABN:
 6. Contact Person:
 7. Phone: Email:
 8. Do you have a current Marine Parks permit(s)? Yes No
If yes, indicate permit number(s):
 9. Have you ever had a Marine Parks permit(s)? Yes No
If yes, indicate permit number(s):
 10. Do you wish to change the vessel/aircraft/ship/equipment details? Yes No
If yes, please provide new details:
Name or Equipment Type:
- Registration Number: Number (equipment only):
- Maximum Passenger Capacity: Maximum Length:

SECTION C

Mooring information to be supplied

- A. A copy of the current '*design drawing*'* for the relevant mooring/s illustrating the following minimum design specifications:
 - o type of mooring system – single point mooring or fore-and-aft mooring;
 - o intended use – ancillary mooring or primary mooring;
 - o mooring components – type of anchor (screw/block/pin), anchor dimensions (weight and dimensions), mooring riser line details (specifications of anchor chain, mooring line, subsurface buoy, shackles), surface buoy details (dimensions and volume);
 - o vessel capacity (length and weight); and
 - o design conditions (wind speed, maximum wave height, water depth, current); and
- B. A copy of the latest mooring/s compliance certificate** attesting the mooring/s have been maintained in accordance with the '*design drawing*', signed by an '*appropriately experienced person*'*** and less than 12 months old;
- C. Following a site inspection, confirmation of the mooring location/s – Differential Global Positioning System (DGPS) preferably (but can be GPS); and
- D. Proof the mooring reference number/s are legibly displayed on the mooring buoy/s (e.g. photograph or statutory declaration).

* '*Design drawing*' means a technical drawing of a mooring system, approved or certified by a Registered Professional Engineer of Queensland (RPEQ).

** '*Compliance certificate*' means a certificate of compliance for a permitted mooring system approved by an appropriately experienced person, which demonstrates that the mooring has been installed and maintained in accordance with the approved design drawing or approved schematic drawing.

*** '*Appropriately experienced person*' means a. A Registered Professional Engineer of Queensland; or b. A moorings contractor with relevant experience in the installation and maintenance of moorings; or c. Complies with the Occupational Diving Work Code of Practice 2005, as amended from time to time (relating to Divemaster (PADI) or Dive Controller (SSI) qualifications or higher and approved by the managing agencies as having demonstrated competencies in mooring maintenance; or d. Approved by the managing agencies as having demonstrated competencies in mooring maintenance.

SECTION D

Facility information to be supplied

- A. If the current permit requires a compliance certificate then you must provide this certificate at the time of transfer application. The certificate must not be more than 12 months old testing the facility has been maintained in accordance with the design drawing.
- B. A copy of the current design drawing.
- C. Confirmation of the facility location/s – Differential Global Positioning System (DGPS) preferably (but can be GPS)
- D. If permit has a bond; the intended permit holder must provide a draft bank guarantee providing evidence that the intended permit holder has the funds available to lodge the bond

SECTION E

To be signed by all parties

Where the current permit holder and/or intended permit holder is a company, this declaration must be signed in the name of the company by a Director. Where the current or intended permit holder is more than one permittee (jointly held permit), this form must be signed by all parties.

Declaration under the Oaths Act 1867 - Queensland

Note: It is a criminal offence to knowingly make a false or misleading statement in, or omit a material matter from, your application. By submitting this application, you declare that the information within the application is true and correct to the best of your knowledge.

I do solemnly and sincerely declare that:

- The information provided in this permit application is true and correct to the best of my knowledge.
- Where the applicant is a company, I am duly authorised by the company to sign this permit application on its behalf.
- The applicant# and any associated persons### have no charges for breaking any law¹, and have not been found guilty of, pleaded guilty to, or been convicted by a court of any relevant offences in Australia or any other nation. I am not aware of any pending legal proceedings, under Australian law or internationally, which may be relevant to this application.
OR I declare the following (explain):

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The applicant# has not had a relevant authority² suspended, cancelled or revoked in the past 3 years (if applying for a joint permit) or 5 years (if applying for a Commonwealth only permit)
OR I declare the following (explain):

I am not aware of any other matters which may be relevant³ to this application
OR I declare the following (explain):

If this application is being made on behalf of a body corporate – to the best of my knowledge the body corporate is not under external administration
OR I declare the following (explain):

I have read and understand the public liability, indemnity, release and discharge requirements of the managing agencies and I agree to comply with and be bound by these requirements.

and I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1867 (Qld)*.

Current Permit Holder

Signature:
Name (block letters):
Position:
Date:

Intended Permit Holder

Signature:
Name (block letters):
Position:
Date:

Current Permit Holder

Signature:
Name (block letters):
Position:
Date:

Intended Permit Holder

Signature:
Name (block letters):
Position:
Date:

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NOTE: Where this application is submitted by or on behalf of more than one person, the above declaration must be signed by all joint permit applicants. Where this application is submitted for and on behalf of a company, it must be signed in the name of the company by a person who is duly authorised by the company. The name and position of that person must be provided. If you are not a Director of the company that is making this application, you must provide an authority from the company to act on its behalf in matters regarding Marine Park/s permits.

¹'Breaking the law' includes any instance where the Federal Court has declared a contravention of a civil penalty provision in the GBRMP Act and any instance where a Queensland court has convicted the applicant for an offence under the *Marine Parks Act 2004*, *Nature Conservation Act 1992*, *Recreation Areas Management Act 2006*, *Forestry Act 1959* or an equivalent offence in another jurisdiction.

If you do have previous charges or convictions/contraventions, you may still be eligible to hold a permission, however the assessment will need to take into account any information you provide in relation to such matters before a decision can be made.

²If you have been convicted of an offence – with imprisonment being less than 30 months or no imprisonment was served – and a period of 10 years has passed, you are not required to disclose information about the conviction. Relevant authority means a permission granted under the Great Barrier Reef Marine Park Regulations 1983, or a permit / agreement or other authority granted under the *Marine Parks Act 2004*, *Nature Conservation Act 1992*, *Recreation Areas Management Act 2006*, *Forestry Act 1959*.

³Matters which may be relevant to this application include but are not limited to:

1. The applicant's likelihood of being able to comply with reasonable conditions that may be placed on the permission (such as the applicant's experience or qualifications).
2. Adverse finding, report or recommendation by a coroner which may or may not have resulted in a civil or criminal conviction.
3. Matters arising from dealings with other management agencies or regulators, for matters that may be relevant to the application (for example, Maritime Safety Queensland for boating safety).

for body corporates – including the body corporate, its executive officers, its parent body, and the parent body's executive officers.

for individuals – includes other persons who will be regularly or usually be in charge of the activity or business, or will regularly direct staff of the activity or business in their duties, or will be in a position to control or substantially influence the activity or business.

Return completed Application Form via email to: assessments@gbmpa.gov.au