

# MARINE PARKS PERMIT APPLICATION

## Joint Permits

The Great Barrier Reef Marine Park Authority (GBRMPA) and the Queensland Department of Environment and Resource Management (DERM) through the Queensland Parks and Wildlife Service (QPWS) operate a joint Marine Parks permit process that generally is administered by GBRMPA. Joint Marine Parks permits grant access to both the Great Barrier Reef Marine Park (Commonwealth) and the Great Barrier Reef Coast Marine Park (State) for certain purposes.

## About this application form

This form is to be used when applying for permissions under the *Great Barrier Reef Marine Park Act 1975* (Cth) and/or the *Marine Parks Act 2004* (Qld) to undertake the following activities in the Great Barrier Reef Marine Park and the Great Barrier Reef Coast Marine Park:

- Commercial tourist operations
- Non-tourist commercial charters
- Installation and/or use of moorings
- Installation and/or use of structures/facilities
- Installation and/or use of aquaculture facilities
- Construction and/or use of marinas
- Discharge of waste from a fixed structure
- Works in the Marine Parks

For activities not mentioned above (such as harvest fisheries, collecting, research and education) different application forms are available. Please download the appropriate form from GBRMPA's website, apply online, or phone one of the numbers below.

If you wish to apply for permission to install a major structure (such as a marina, pontoon, jetty, or aquaculture facility) you should complete this form and attach relevant supporting information. GBRMPA will contact you regarding further information following the receipt of your application.

## More Information

Visit GBRMPA's website to obtain information about other types of Marine Park permits and the application process ([http://www.gbrmpa.gov.au/corp\\_site/permits/](http://www.gbrmpa.gov.au/corp_site/permits/)), or contact GBRMPA for a permit application information package. For information on State-only permits, please visit DERM's website ([www.derm.qld.gov.au](http://www.derm.qld.gov.au)) or phone one of the QPWS numbers below.

For tourist program operators, GBRMPA's Onboard Tourism Operator's Handbook contains important information about conducting a tourism operation in the Great Barrier Reef Marine Park, including permit information. 'Onboard' is available from GBRMPA's website ([www.gbrmpa.gov.au](http://www.gbrmpa.gov.au)) and click on the Onboard icon). If you do not have internet access, please contact GBRMPA.

For further information please contact GBRMPA's Environmental Assessment and Management Group or the Marine Park section of the QPWS office in your region.

Great Barrier Reef Marine Park Authority  
([www.gbrmpa.gov.au](http://www.gbrmpa.gov.au))

Townsville Tel: (07) 4750 0700  
Fax: (07) 4772 5289

Department of Environment and Resource Management  
Queensland Parks and Wildlife service  
([www.derm.qld.gov.au](http://www.derm.qld.gov.au))

Cairns Tel: (07) 4046 6660  
Fax: (07) 4046 6643

Townsville Tel: (07) 4722 5316  
Fax: (07) 4722 5311

Airlie Beach Tel: (07) 4967 7355  
Fax: (07) 4967 7389

Rockhampton Tel: (07) 4936 0511  
Fax: (07) 4936 2171



Australian Government  
Great Barrier Reef  
Marine Park Authority



Queensland  
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## HOW TO APPLY

Applications for joint Marine Parks permits, or GBRMPA-only permits, should be forwarded to:

**Great Barrier Reef Marine Park Authority**  
PO Box 1379  
TOWNSVILLE QLD 4810  
Attn: Environmental Assessment and Management

Applications for State only permits should be forwarded to your nearest QPWS office (see contact details on the previous page). All permit applicants should complete **Parts A, B and G** of this form. Complete **all Parts**, where relevant, for all new permit applications to:

- conduct a tourist program; or
- install a mooring, structure or facility; or
- conduct other works in the Marine Park/s

If the permit applicant/s is applying to continue an existing permit, complete **Parts C and E** only if this information has changed since the previous application.

### PLEASE NOTE:

*It is important that GBRMPA and QPWS receive correct information about your permit application. There are significant penalties for giving false or misleading information.*

*The information you provide may be given to other Commonwealth and State agencies, which have a role in the management of the area.*

Please read and complete this form carefully as incorrect or insufficient information may delay consideration of your application.

### Information Box

#### HOW TO APPLY AND FEES

Applications should be lodged as early as possible, preferably at least 4 months prior to the date the permit is required.

An application for a Marine Parks permit to conduct commercial activities requires the payment of a Permit Application Assessment Fee (PAAF). More information on the application fee and payment details can be obtained by visiting Onboard at [www.gbrmpa.gov.au](http://www.gbrmpa.gov.au) or by contacting GBRMPA.

## PART A

### Personal and Company Details

*If there is insufficient space on this form to fully address any of the questions, please attach additional pages to your application.*

#### QUESTION 1

Is the proposed permit holder a company?  
(see information box)

Yes  No  Go to Q2

### Information Box

#### QUESTION 1

Permits can be granted to:

- a REGISTERED COMPANY
- an INDIVIDUAL
- multiple INDIVIDUALS/COMPANIES.

Registered company name:

ACN/ABN:

Registered office street address:

Postcode:

Postal address:

Go to Q3

#### QUESTION 2

Is the proposed permit holder an individual, more than one individual, or an individual plus a company (partners etc)?

Yes

*Please list the names and addresses of all persons who are proposed to be included on the permit.*

Full name(s):

Residential address:

Postal address:

Full name(s):

Residential address:

Postal address:

Full name(s):

Residential address:

Postal address:

Go to Q3

*If insufficient space, please attach further information*

### QUESTION 3

Does the proposed permit holder wish to include a trading name on its permit?

Yes  No  ▶ Go to Q4

Trading name:

Go to Q4

### QUESTION 4 - Contact person

Please nominate a contact person who is authorised to discuss matters relating to this permit application.

Name of Contact person:	
Employment position:	
Telephone:	Fax:
Mobile phone:	
Email:	

Go to Q5

## PART B

### Current Permit Details

#### QUESTION 5

Has the proposed permit holder (individual/s or company) held a Marine Parks permit within the last three (3) years?

Yes  No  ▶ Go to PART C

Permit/s held:

Go to Q6

#### QUESTION 6

Is the proposed permit holder applying for the replacement/continuation of an existing permit?

Yes  No  ▶ Go to PART C

Permit/s to be replaced:

Go to Q7

#### QUESTION 7

Does the proposed permit holder wish to change anything about its existing permit?

Yes  No  ▶ Go to PART D

Go to PART C

#### Information Box

##### QUESTION 6

If your application is accepted by GBRMPA before your existing permit expires, you may continue to operate in accordance with your existing permit until a decision has been made on your application.

## PART C

### New permit OR change to existing permit

#### QUESTION 8

In which Management Area(s) of the Marine Park does the proposed permit holder wish to operate?

- Far Northern Management Areas
- Cairns/Cooktown Management Areas
- Townsville/Whitsunday Management Areas
- Mackay/Capricorn Management Areas

Go to Q9

#### Information Box

##### QUESTION 8

The Marine Parks are divided into four Management Areas to help simplify management. These Management Areas are identified on the Zoning Maps.

**QUESTION 9**

Does the proposed permit holder wish to operate more frequently in specific locations (for example, more than 2 visits to a specific location in a 7 day period)? Please list each location of the Marine Park.

Yes  No  Go to Q10

Please specify:

Specific site/locations (e.g. reef name, specific zone number e.g. CP-14-4018)	Zone (for example, Marine National Park Zone, General Use Zone)	How often do you wish to access each location?

Go to Q10

**QUESTION 10**

Does the proposed permit holder intend to extend its operation to:

**A. Mainland or island National Parks adjoining the Marine Parks (including any beach access)?**

Yes  No

Please specify: .....

**B. Green Island RAM (Recreational Area of Management)?**

Yes  No

**C. Rivers and streams between Mission Beach and the Starcke River?**

Yes  No

Please specify: .....

Go to Q11

**Information Box**

**QUESTION 9**

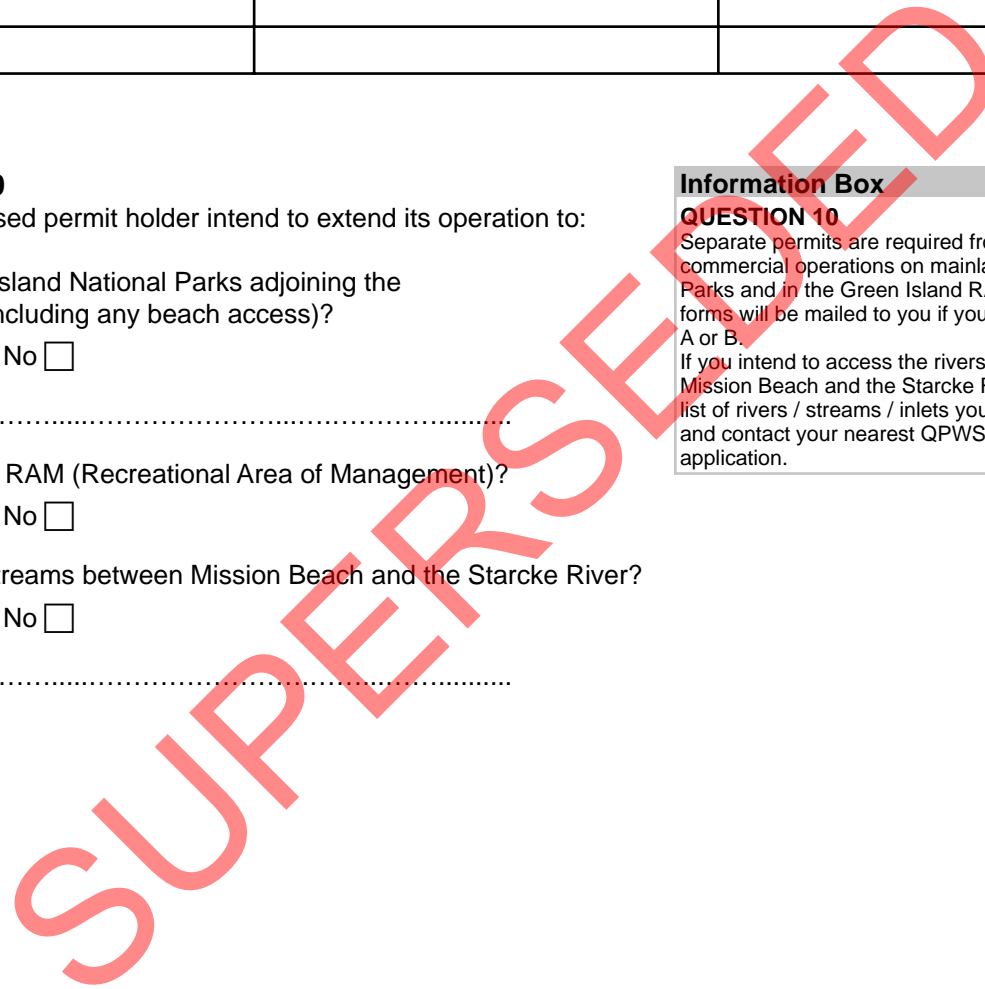
Check the zoning map provided in the application info-pack or on GBRMPA's website for your preferred location/s. Check that the activities for which you are applying are permitted at that location.

**Information Box**

**QUESTION 10**

Separate permits are required from QPWS to conduct commercial operations on mainland or island National Parks and in the Green Island RAM area. Application forms will be mailed to you if you ticked 'YES' to parts A or B.

If you intend to access the rivers and streams between Mission Beach and the Starcke River, please attach a list of rivers / streams / inlets you wish to operate to, and contact your nearest QPWS office to discuss your application.



**QUESTION 11**

Is this an application for a tourist operation permit?

Yes  No ▶ Go to PART D

**A.** Please tick the type of **tourist operation** the proposed permit holder wishes to undertake:

- Vessel operation
- Aircraft operation (landing)
- Aircraft operation - scenic flights (non-landing)
- Cruise ship operation (vessel > 70m)
- Hire operation
  - Dinghy hire
  - Motorised equipment
  - Non-motorised equipment
- Guided tour operation (eg kayak, canoe, craft tours)
  - Motorised, Please specify: .....
  - Non-motorised, Please specify: .....
- Bareboat operation (*Please indicate if this operation is to be conducted outside of the Whitsundays Planning Area- Yes  No* )
- Other, please specify .....

**B.** Please tick the activities that the proposed permit holder wishes to undertake as part of the above operation(s):

- Standard activities (including swimming, snorkelling, SCUBA diving, fishing, fish feeding, passenger transfer, non-tourist commercial charters (includes transport for researchers, film crews and technicians etc)).
- Non-motorised watersports (for example, kayaks, windsurfers, etc). Please specify: .....
- Motorised watersports (for example, water skiing, parasailing, tube riding, etc). Please specify: .....
- Glass-bottom boat/semi-submersible tours (coral viewing)
- Other, please specify: .....

Go to Q12

**QUESTION 12**

Please list the details of any vessels or aircraft to be included on this permit, which are intended to be used as the main mode of transportation in the Marine Park/s.

Vessel name/ aircraft type	Vehicle Identification Number (VIN/BIN/AIN) (where applicable – see Info Box below)	Registration number	Vessel length	Surveyed passenger capacity	Max number of participants in program (Passengers & crew)	Usual home port or aircraft departure point

Go to Q13

*If insufficient space, please attach further information*

**QUESTION 13**

Does the proposed permit holder wish to obtain a VIN / BIN / AIN for its vessel(s)/aircraft?

Yes  No ▶ Go to Q14

Go to Q14

**Information Box**

**QUESTION 13**

Vessel, Bareboat and Aircraft Identification Numbers (VIN, BIN or AIN) provide greater flexibility for permit holders, by allowing them to choose the vessel or aircraft that they may use on a particular day. VIN/ BIN/AIN's are like car number plates and allow permit holders to operate a range of similar vessels or aircraft, depending on their operating requirements. Please visit the Onboard section on GBRMPA's website for further information. Note that a fee applies for each VIN/BIN/AIN (plus postage). Check with GBRMPA for current costs.

**QUESTION 14**

Does the proposed permit holder intend to use any equipment, including ancillary vessels, in its operation?

Yes  No  Go to PART D

Equipment/vessel type	Number	Passenger capacity

Go to PART D

**Information Box****QUESTION 14**

Some examples of equipment include tender vessels, glass bottom boats and semi-sub, jet skis, catamarans, dinghies, kayaks and surf skis, etc.

**PART D****Moorings, Structures and Facilities****QUESTION 15**

Does the proposed permit holder wish to install and/or operate a mooring, structure and/or other facility in the Marine Park/s?

Yes  No  Go to PART E

Go to Q16

**QUESTION 16**

Does the proposed permit holder wish to install and/or operate a mooring at any location in the Marine Park/s? (OR if the proposed permit holder has previously installed moorings please provide recent GPS co-ordinates in the table below and quote the datum you are using. DGPS is the preferred format).

Yes  No  Go to Q17

Location of mooring/s (e.g. reef name)	Mooring Reference Number (if available)	GPS location (Datum WGS 84) (DGPS preferred)	Type of mooring/s fore & aft or single point, block/s, multiple points	Ancillary or primary

**IMPORTANT: If you are applying for a continuation of a permit for previously installed moorings, you MUST provide a copy of the approved drawing and your most recent approved compliance certificate with this application.**

**Information Box****QUESTION 16**

The policy 'Moorings in the Great Barrier Reef Marine Park' (Moorings Policy) provides for the consistent and effective use and management of moorings in the Marine Parks. The Moorings Policy is available from GBRMPA's website ([http://www.gbrmpa.gov.au/corp\\_site/about\\_us/policies](http://www.gbrmpa.gov.au/corp_site/about_us/policies)).

If you wish to apply for a permit to install and/or operate a mooring facility, please enclose a sketch, copy of relevant zoning map and/or aerial photographs of the proposed site showing the intended location of the mooring (include GPS coordinates and datum) and the location of other moorings and fixed objects in the vicinity. You will be required to supply a mooring design certified by a marine engineer or naval architect before installation occurs. Under certain circumstances (see Mooring Policy) a schematic drawing may be accepted.

GBRMPA provides each approved mooring with a Mooring Reference Number (eg GM 0632), which must be displayed on the mooring. Some moorings also require authorisation by Maritime Safety Queensland (MSQ) and the Department of Employment, Economic Development and Innovation. Contact your nearest MSQ office for further information.

You may be required to use a mooring when accessing some locations in the Marine Park. You will be notified of this during the application assessment.

Go to Q 17

**QUESTION 17 - Works, structure, facility**

Does the proposed permit holder wish to perform works, install or operate structures or facilities, discharge waste, dredge and/or conduct other types of works in the Marine Park/s?

Yes  No  Go to PART E

Please provide a brief description of the proposal:

**Information Box**

**QUESTION 17**

This includes, but is not restricted to, installation of pontoons, jetties, wharfs, helipads, marinas, conduct of dredging activities, installation of discharge and intake pipes, aquaculture facilities, and revetments. If the answer to Question 17 is 'Yes', please contact the relevant Managing Agency for pre-lodgement discussions prior to lodging an application.

If you wish to install moorings as part of your operation, please ensure that you have completed Question 16.

Detailed information including certified engineering drawings and details of prudent and feasible alternatives will be required to complete an assessment and should be provided with this application if possible.

Contact GBRMPA for more detailed information if required. If a proposal is regarded as having the potential for significant environmental impact, consideration under the *Environment Protection and Biodiversity Conservation Act 1999*, potentially including an Environmental Impact Statement or Public Environment Report, may be required.

Go to PART E

**PART E**

**QUESTION 18**

A. Is the proposed permit holder in the process of obtaining OR does it have **ECO CERTIFICATION at the Ecotourism or Advanced Ecotourism level?**

Yes  No  Go to Q19

B. Does the proposed permit holder wish to apply for a 15-year permit?

Yes  No  Go to Q19

C. Is the proposed permit holder's ECO Certification certificate attached?

Yes  No  Go to Q19

Go to Q19

**QUESTION 19 - What you do**

Please indicate what best describes the proposed permit holder's primary operation by placing a 1 in one of the boxes below. You are able to place a 2 to describe a secondary role, where applicable.

**Day or part day trip**

- Diving  Fishing
- Snorkelling and other .....

**Extended/Overnight charter**

- Diving  Fishing
- Sailing and other .....

**Other**

- Watersports - Tours  Watersports - Hire  Aircraft
- Bareboat  Super-yacht  Cruise Ship
- Pontoon  Ferry/Passenger transport

Go to PART F

**Information Box**

**QUESTION 18**

If you are certified at the Ecotourism or Advanced Ecotourism level of the ECO Certification Program, you are eligible to apply for a 15-year permit term at no additional cost. You must supply a copy of your current ECO Certification certificate with your application. Please be aware that, to retain a 15-year permit term, you must maintain certification at all times. For more information visit [www.gbrmpa.gov.au](http://www.gbrmpa.gov.au) or contact GBRMPA directly.

**Information Box**

**DURATION OF PERMIT**

Please note, for tourist programs, new applicants are normally granted a permit for one year, whilst existing permit holders are normally granted a permit for six years. Certified high standard operators can be granted a permit for up to 15 years.

**Information Box**

**QUESTION 19**

By letting us know what you do, GBRMPA can contact you with information on issues that are relevant to you.

## PART F

### Authority to act

#### Authority to act on Company's behalf

I .....

Director of .....

(ACN ..... ) authorise

..... (Full Name)

..... (Position)

to act on behalf of ..... regarding:

all Marine Park/s permit matters (including, but not limited to applications, permits, bookings and EMC) or;

the following limited Marine Park/s permit matters (please provide details): .....

.....

.....

.....

Name of Director: .....

Signature of Director ..... Date .....

Go to Part G

#### Information Box

Where this application is made for and on behalf of a person or company, and the contact person is not a Director of the company nor the person who is applying for the permit, a written authority from the company or person authorising the contact person to act on their behalf in matters regarding Marine Parks permits must be provided.

## PART G

### Applicant's Declaration

Please read the following information carefully.

#### Information Box

##### DECLARATION

Where this application is submitted by or on behalf of more than one person, the following 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 (see Part F).

#### Privacy Notice – GBRMPA

Personal information you provide to the Great Barrier Reef Marine Park Authority (GBRMPA) in your permit application is protected by the *Privacy Act 1988* (the Privacy Act).

The information provided by you will be used by GBRMPA to assess your application and to assist it to make decisions whether to grant you a relevant permission. GBRMPA may also use the personal information you provide to notify you of any subsequent matters affecting any permission granted to you, including any changes to your permission, information about management arrangements for the Great Barrier Reef Marine Park, and information about relevant policies implemented by GBRMPA.

The authority to collect this information is in the *Great Barrier Reef Marine Park Act 1975* and the *Great Barrier Reef Marine Park Regulations 1983* (the Regulations).

#### Who do we give it to

This joint application form may be used by both GBRMPA and the Queensland Parks and Wildlife Service (QPWS) to assess your application for a Marine Parks permit. If your application comprises an application for permission to conduct activities in a Marine Park of the State of Queensland, then identifying information collected on this form will be given to QPWS.

If GBRMPA considers that the granting of the permission may restrict the reasonable use by the public of part of the Marine Park, then it may also require you to publish an advertisement containing any information about your application that GBRMPA reasonably requires.

Under the Regulations, if you are granted a permit, a copy of the permit document, which may include some identifying information such as your name and address, will be published on the Internet.

GBRMPA will not otherwise disclose your personal information to any third party without your consent, unless it is required to do so by law.

#### More information

For more information on privacy and the Privacy Act, see the Privacy Commissioner's website at [www.privacy.gov.au](http://www.privacy.gov.au).

#### Privacy Statement – QPWS

I understand that information supplied may be disclosed publicly in accordance with the *Freedom of Information Act 1992* and the *Evidence Act 1977*. Information may be disclosed to third parties for research and auditing purposes.

QPWS collects your personal information to process your enquiry, to advise you of new services, provide notices, reminders and other administrative matters. This is authorised under the *Nature Conservation Act 1992*, *Forestry Act 1959*, *Recreation Areas Management Act 2006*. For queries please contact the Privacy Contact Officer, DERM, PO Box 15155, City East, QLD, 4002 or email [privacy.enquiry@derm.gov.au](mailto:privacy.enquiry@derm.gov.au).



**Declaration under the Oaths Act 1867 - Queensland**

**Note:** If you have not told the truth in this application, you may be liable for prosecution under the relevant Acts or Regulations.

I do solemnly and sincerely declare that:

1. The information provided in this permit application is true and correct to the best of my knowledge.
2. Where the applicant is a company, I am duly authorised by the company to sign this permit application on its behalf.

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).

Signed and declared by	)	
.....	)	.....
<i>(full name of declarant)</i>		<i>(signature of declarant)</i>
at.....in the state of	)	
.....	)	
this.....day of.....20.....	)	

Signed and declared by	)	
.....	)	.....
<i>(full name of declarant)</i>		<i>(signature of declarant)</i>
at.....in the state of	)	
.....	)	
this.....day of.....20.....	)	

Signed and declared by	)	
.....	)	.....
<i>(full name of declarant)</i>		<i>(signature of declarant)</i>
at.....in the state of	)	
.....	)	
this.....day of.....20.....	)	



**Australian Government**  
**Great Barrier Reef**  
**Marine Park Authority**



**Queensland**  
**Government**

**CHECK LIST**

- Application Form signed and dated by all proposed permit holders
- Authority to act on behalf of Company attached (if applicable)
- ECO-Certification attached (if applicable)
- Compliance Certificate for moorings and naval architect or marine engineer drawing attached (if applicable)
- Additional information attached (if applicable)