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**Trees Act 1997**  
*Trees Regulations 1999 (NI) S7.*

**PERMIT APPLICATION FOR TIMBER LICENCE**

**About this form:** You must use this form to apply to the 'Conservator of Public Reserves', c/- the Norfolk Island Regional Council for a permit for a Timber Licence

**How to complete this form**

1. Ensure that all fields have been filled out correctly in BLOCK LETTERS.
2. Please note that fields on this form marked with an \* are mandatory and must be completed before submitting this form
3. Application fee to be paid at Customer Care, 9 New Cascade Road, Norfolk Island
4. Once completed you can submit this form by mail, email or in person together with a copy of the receipt of payment
5. If there is insufficient space to provide details on this form, please attach a separate sheet(s).

**Privacy**

Your personal information will be collected, stored, used and treated in compliance with the *Privacy Act 1988 (Cth)* and the Australian Privacy Principles (APP) in force from time to time. Where they are not inconsistent with the above Commonwealth laws, Section 739 of the *Local Government Act 1993 (NSW)(NI)* (protection of privacy) as well as the NSW Model Privacy Management Plan for Local Government and the Privacy Code of Practice for Local Government (NSW) may also be or become applicable to our management and use of your personal information.

NAME OF APPLICANT \*

Address \*

Email \*

Phone \*

Species of tree/s. *Specify the proposed species of tree to be sourced under this Timber Licence\**

Business/Company Name (if applicable)

ABN/ACN number *

Signature of applicant *

Date *

You can lodge the completed Application by:

**Mail:** 'Conservator of Public Reserves'  
**c/- Norfolk Island Regional Council**  
PO Box 95

<b>LODGEMENT DETAILS</b>
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NORFOLK ISLAND 2899

**Email:** [customercare@nirc.gov.nf](mailto:customercare@nirc.gov.nf)

**Subject: Attention:**  
'Conservator of Public Reserves'

**In Person:** 'Conservator of Public Reserves'  
c/- Customer Care Team  
9 New Cascade Road  
NORFOLK ISLAND

<b>What now:</b>   Once your application is received an Officer will respond within 10 working days.
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<b>OFFICIAL USE ONLY</b>	
Receiving Officer - Name:	Date:
Receiving Officer - Signature:	

Permit number

Date Issued

Receipt number