

WILDLIFE SHELTER APPLICATION FORM

Please read the information on page four before completing this form.

For all questions please attach a list if more space needed

Customer number (if known)

1. Personal Details - Only one person may apply on this form.

Dr/Mr/Mrs/Ms/Miss	Surname			
<input type="text"/>	<input type="text"/>			
First Name	Other Given Names	Date of Birth*	Sex	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

*(Wildlife Shelter Authorisations will not be issued to persons under 18 years of age.)

M/F

2. Organisation Only answer this question if applying on behalf of an organisation

Business Name: (Organisation or Company Name)	Title eg. Director (For organisation applications only)
<input type="text"/>	<input type="text"/>
Please insert 'O' in the adjacent box if the postal address below is the organisation's and 'P' if it is your own	Please insert 'O' in the adjacent box if the specified premises below is the organisation's and 'P' if it is your own
<input type="text"/>	<input type="text"/>

3. Postal Address - Address for correspondence. (Complete only those parts relevant to you.)

Property Name (Name of house, farm or building where applicable)	Flat or Unit Number	House or Lot Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Street Name or PO Box or RMB or RSD Number		
<input type="text"/>		
Suburb / Town	Postcode	
<input type="text"/>	<input type="text"/>	

4. Specified Premises - This must refer to the actual place where the wildlife will be kept.

Please note: PO Box, RMB, RSD are not acceptable. (Complete only those parts relevant to you.)

Property Name (Name of house, farm or building where applicable)	Melways Reference
<input type="text"/>	<input type="text"/>
Flat or Unit Number	House or Lot Number
<input type="text"/>	<input type="text"/>

YOU MUST INCLUDE EITHER A BUILDING OR HOUSE OR LOT OR CROWN ALLOTMENT NUMBER.
(This can be found on the Council



Rate Notice for the property)

Street Name	
<input type="text"/>	
Suburb / Town	Postcode
<input type="text"/>	<input type="text"/>
Telephone - Business (include STD Area Code)	Telephone - Private (include STD Area Code)
<input type="text"/>	<input type="text"/>
Email Address	
<input type="text"/>	

5. Details of Experience and Training

Have you previously been or are you currently listed as a Foster-carer on a Wildlife Shelter Authorisation? Yes/No

Are you or have you ever been a Wildlife Shelter Authorisation holder? Yes/No

If "Yes", please state:

Authorisation Number

File Number

Name of Shelter Authorisation holder

List wildlife you have cared for as a foster-carer or Wildlife Shelter Authorisation holder.

SPECIES	NUMBER OF ANIMALS	INJURIES AND TREATMENT

Please list any relevant training courses you have completed in wildlife biology, veterinary science or animal husbandry?

Course	Institution	Date

6. Veterinary Assistance

Please name the veterinarian or surgery that will be assisting you in caring for wildlife

NAME	ADDRESS	PHONE

7. Wildlife Licences

Please list any licences held for possession of wildlife

LICENCE No. or AUTHORISATION No.	SPECIES	Number of animals held	ALIVE/DEAD

8. Prior Convictions

Have you been convicted of any offence under the **Wildlife Act 1975**, Wildlife Regulations 2002, **Catchment and Land Protection Act 1994**, **Prevention of Cruelty to Animals Act 1986** or the **Wildlife (Regulation of Exports and Imports) Act 1982** or similar interstate or federal legislation during the last 10 years? Yes/No

If "Yes", Please state:

OFFENCE	YEAR OF CONVICTION	STATE

9. Declaration by Applicant - There are heavy penalties for false or misleading declarations.

I hereby declare that all particulars on this form are true and correct.

Signature
of Applicant

Date

PLEASE NOTE: THE MAKING OF ANY APPLICATION DOES NOT IN ITSELF CARRY ANY ENTITLEMENT OR RIGHT. THE OUTCOME OF AN APPLICATION CANNOT BE PREDICTED AND SHOULD NOT BE ANTICIPATED.

10. Witness requirements - This application must be witnessed.

Before this application will be considered, you must have your personal details witnessed by one of the accepted authorities listed below. Where possible, you should take an item of photographic evidence such as a Driver's Licence or Passport, or else an extract of your birth certificate should be used.

Verification of Personal Details - Witness to note:

Please use your official stamp or clearly print your name in the space provided below and provide a telephone contact number. This will assist us if we need to contact you.

ID Type

ID Number

Please indicate the form of identification produced by the applicant (eg Driver's Licence or Passport) and the number shown on the identification.

Declaration by witness: I hereby declare that all details filled in by me on this form are true and correct, and that details on the identification produced match those on this application.

Signature of
Witness

Date

Witness'
Title

Contact Telephone Number

Official or Business Stamp or Witness's Name (please print).

LIST OF ACCEPTED WITNESSES

- * a dentist
- * a pharmacist
- * a bank manager
- * a postmaster
- * a chartered accountant
- * a veterinary surgeon
- * a medical practitioner
- * a justice of the peace
- * a bail justice, sheriff
- * a clerk of courts or petty sessions
- * a barrister
- * a Judge, Stipendiary Magistrate
- * a minister of religion authorised to celebrate marriages
- * a member of police force
- * a town clerk or shire secretary
- * a councillor of a municipality
- * a teacher with more than five years experience
- * a public servant with more than five years experience

General Information - Wildlife Shelters

- The shelter operator is responsible for the care, rehabilitation, release or euthanasia of all sick or injured wildlife held under his or her Authorisation, including wildlife being held by their registered foster-carer(s).
- A Wildlife Shelter Authorisation must comply with any verbal or written direction relating to their authorisation from Authorised Officers of the Department of Environment, Land, Water and Planning (DELWP) for the purposes of the *Wildlife Act 1975*.
- Wildlife Shelter and Foster Carer Authorisations do not exempt persons from obligations under other Acts of Parliament such as the *Firearms Act 1996*, the *Veterinary Practice Act 2003*, and the *Drugs, Poisons and Controlled Substances Regulations 2006*.
- All veterinary expenses, transport costs and all other costs incurred in association with holding a Wildlife Shelter Authorisation must be borne by the Wildlife Shelter Authorisation holder and/or the foster-carer charged with the care of that wildlife. The Department of Environment, Land, Water and Planning does not provide any funding for such costs.
- If an unusual animal or a species of threatened wildlife is brought to a shelter, the local authorised officer of this Department should be informed as soon as possible. Lists of threatened wildlife may be obtained from the Department of Environment, Land, Water and Planning.
- Except with the prior written (email, letter or text message) approval from a DELWP Wildlife Officer, wildlife must not be displayed (including displayed for photography) to the general public or the media.
- Wildlife in the care of a Wildlife Shelter, including those wildlife being held by his or her registered foster-carers, shall not be traded, sold, given or loaned, with the exception of transfer to another authorised person. [Note that the definition of trading is to sell, swap, give or barter].
- Rehabilitated wildlife must not be released:
 - outside of the home range of the location where it was found; or
 - in an area or in conditions in which it is unlikely to survive; or
 - in an area or in conditions which it is likely to be injured..
- Wildlife Shelter operators should be familiar with the current Wildlife Shelter and Foster Carer Authorisation Guide. Copies of the Guide are available from the Department of Environment, Land, Water and Planning Customer Service Center (136 186).
- It is an offence under the **Catchment and Land Protection Act 1994** to harbour or release animals listed in the Schedules as pest species (Rabbits, Hares, Foxes, Dingoes and their hybrids (except for recognised canine breeds such as the Australian Cattle Dog (Queensland Heeler) and the Australian Kelpie), Feral Dogs, Dogs Run Wild, Feral Pigs, Pigs Run Wild, Sparrows, Starlings, Feral Goats, Goats Run Wild, Cane Toads, Indian Crows, Mallard duck, Mallard duck hybrids, Gerbils, Hamsters, Red-eared Slider Turtles, Yellow-bellied Slider Turtles and includes the eggs or young thereof.). Neither Shelter Authorisation holders or foster-carers may care for, harbour or release pest animals.

* *The information contained in this document is not exhaustive and is intended as a guide only.*

PLEASE RETURN THE COMPLETED NOMINATION FORM TO THE PROGRAM MANAGER, RESOURCE PROTECTION AND MANAGEMENT, DEPARTMENT OF ENVIRONMENT, LAND, WATER AND PLANNING AT THE ADDRESS BELOW:

Traralgon 71 Hotham Street, Traralgon VIC 3844	Ballarat 402-406 Mair Street, Ballarat VIC 3350
Alexandra 5 Binns McCraes Rd, Alexandra VIC 3714	Horsham 110 Natimuk Road, Horsham VIC 3400
Bendigo PO Box 3100 Bendigo Delivery Centre, Bendigo VIC 3550	Swan Hill 324 Campbell Street, Swan Hill VIC 3586
Mildura PO Box 905, Mildura VIC 3502	Warrnambool 703-709 Raglan Parade, Warrnambool VIC 3280
Melbourne Private Bag 15 Ferntree Gully Delivery Center VIC 3156 Fax: 9210 9230	Geelong State Government Offices 4th floor, Cnr Fenwick & Little Malop St, Geelong VIC 3220

INFORMATION PRIVACY ACT 2000

The Department of Environment, Land, Water and Planning (DELWP) is committed to protecting your Personal Information according to the principles set out in the Victorian Information Privacy Act 2000. This Privacy Statement applies to the collection and use of personal information, voluntarily provided by you, in relation to administration of licences and permits administered under the **Wildlife Act 1975**. A licence or permit may not be issued if the information required on this application form is not provided. You may also apply for access to your personal information at anytime to confirm that it is accurate and up to date, upon payment of a prescribed fee (if any). Enquiries should be directed to the Customer Service Centre on 136-186.