

# Application to Conduct a Wildlife Event

## About this Application

Organisations must use this form to apply to conduct an approved 'wildlife event' as provided for under regulation 39 of the Wildlife Regulations 2013. Approved events allow wildlife licence holders to attend with wildlife held under their licence and their Record Book (if required). If approved, you will be notified, and the event details will be published in the Victorian Government Gazette and on [www.wildlife.vic.gov.au](http://www.wildlife.vic.gov.au).

### 1. Event organiser details

Mr/Mrs/Ms	First name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email	Telephone / Mobile No.	
<input type="text"/>	<input type="text"/>	
Name of organisation	ABN	
<input type="text"/>	<input type="text"/>	

### 2. Event details

(Please attach a separate sheet if you are seeking approval for multiple events)

Name of the event	Date of the event
<input type="text"/>	<input type="text"/>
Venue	
<input type="text"/>	
Venue address	
<input type="text"/>	
Name of the person in charge of the event	Mobile phone number
<input type="text"/>	<input type="text"/>
Description of wildlife and/or categories of wildlife licence holders that may attend the event	
<input type="text"/>	

For each event, please attach the following information:

- Proof of current public liability insurance for not less than \$10 million in the name of the event organiser or includes the event organiser as an interested party. Please ensure that any exclusions or limitations of the policy are also included.
- Copy of conditions of entry for participants attending with wildlife / rules for participants.
- Protocols for ensuring the health and welfare of wildlife during the event, including first aid and arrangements for extreme weather conditions.
- Proposed running sheet for the event.

### 3. Collection, use and disclosure of personal and business contact information

#### **Privacy and Data Protection Act 2014**

The Department of Environment, Land, Water and Planning (DELWP) is committed to protecting personal information provided by you in accordance with the principles of the Victorian privacy laws. The information you provide will be used to monitor compliance with any event conditions and to provide information about any changes to legislative requirements. Your contact details may also be used by DELWP or its contracted service providers under confidentiality agreements to survey you about your experience with DELWP or to seek feedback related the keeping of wildlife. Approval may not be issued if the information required is not provided.

The information you provide will also be made available to any authorised law enforcement agency.

You may access the information you have provided to DELWP by contacting the Customer Service Centre on 136 186.

#### **Disclosure of event details**

If your application is successful, your wildlife event (including the event name, event date, event location, the event organiser and event conditions) will be disclosed to members of the public via the Victorian Government Gazette and the DELWP website at [www.wildlife.vic.gov.au](http://www.wildlife.vic.gov.au).

### 4. Declaration by applicant

*"I understand that there are penalties for making a false declaration and that any approval issued as a result of a false declaration will be cancelled and may affect my eligibility apply to conduct wildlife events in the future, and that all details provided by me on this form are true and correct. I also consent to the collection, use and disclosure of my personal information for the purposes described in Part 4."*

Signature of applicant

Date

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To receive this publication in an alternative format, please contact DELWP on 136 186 or email [customer.service@delwp.vic.gov.au](mailto:customer.service@delwp.vic.gov.au). You can also contact DELWP via the National Relay Service on 133 677 or [www.relay.vic.gov.au](http://www.relay.vic.gov.au).

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