

## APPLICATION FOR RENEWAL OF TOUR OPERATOR PERMIT

To conduct land tours for commercial purposes in NT Parks and Reserves

*This application can only be completed by a person or organisation (the applicant) able to legally act for the current holder of the permit. Applicants must already hold a Tour Operator Permit.*

**How to Apply** Complete the questions on this Application Form.  
Sign the Declaration on page 3 of this Application Form.  
Send completed forms to address shown on page 3 of this Application Form.  
Attach a copy of your Certificate of Currency for \$10M Public Liability Insurance Policy

**Please Note** Permit Holders must contact the Permits and Concessions Office prior to conducting any tours within Garig Gunak Barlu National Park (Cobourg) and Channel Point Coastal Reserve as vehicle restriction and camping fees apply. Tour Operator permits does not permit commercial activities within these parks.

### CURRENT PERMIT DETAILS

PERMIT NUMBER \_\_\_\_\_ Expiry Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name of Applicant \_\_\_\_\_

Name of Permit Holder \_\_\_\_\_  
(if a company, insert Company name)

### CHANGE OF DETAILS

*Only complete this section if there has been a change to your details since being issued your last permit.*

Business Name(s) \_\_\_\_\_  
(or trading name/s)

ABN \_\_\_\_\_ ACN \_\_\_\_\_

Business Address \_\_\_\_\_  
State: \_\_\_\_\_ Postcode \_\_\_\_\_  
:

Postal Address \_\_\_\_\_  
State: \_\_\_\_\_ Postcode \_\_\_\_\_  
:

Primary Contact \_\_\_\_\_ Position / Title \_\_\_\_\_

Telephone Number \_\_\_\_\_ Mobile Number \_\_\_\_\_

Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Postal Address \_\_\_\_\_  
State: \_\_\_\_\_ Postcode: \_\_\_\_\_



I, \_\_\_\_\_, the applicant of this permit, declare that the information in this application is correct to the best of my knowledge and that neither I, nor any of the proposed permit holders, have been convicted<sup>1</sup> of, or are subject to proceedings for, an offence under:

- a) the TPWC Act or Regulations or By-laws;
- b) another law of the NT, Commonwealth or a State or Territory about the protection, conservation or management of native species or ecological communities;
- c) Part 3 the Criminal Records (Spent Convictions) Act
- d) Part VIII of the Criminal Code of the Northern Territory<sup>2</sup>

I further acknowledge that, unless stipulated otherwise, this renewal shall be in accordance with the same terms and conditions as the original permit which can be found at <http://www.nt.gov.au/nreta/parks/management/touoperators.html>

Signed \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

In the presence of \_\_\_\_\_ (witness's name)

Witness Signed \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

The provision of false or misleading information, whether by reason of the inclusion or omission of any particular, may give rise to revocation or suspension of the approval or Permit.

## SUBMISSION OF APPLICATION

Please return your completed application to:

Concessions & Permits Office  
Parks and Wildlife Services  
PO Box 496  
PALMERSTON NT 0831

OR

Concessions & Permits Office  
Ground Floor Goyder Centre  
25 Chung Wah Terrace  
PALMERSTON NT 0830

Enquires (08) 8999 4795 or (08) 8999 4814

Fax (08) 8999 4524

Email [pwpermits.nreta@nt.gov.au](mailto:pwpermits.nreta@nt.gov.au)

**NOTE:** Permit applications may take up to 14 days to process.

**Privacy Notice:** The Parks and Wildlife Commission of the NT are collecting the information contained on this form for the purpose of assessing and issuing a Permit under By-law 13 of the Territory Parks and Wildlife Conservation By-laws. The Commission adheres to the Department of Natural Resources, Environment and the Arts Privacy Statement and the *Information Act*. For more information, please read the Privacy Statement at [www.nt.gov.au/nreta/](http://www.nt.gov.au/nreta/)

### OFFICIAL USE ONLY

<sup>1</sup> Part 3 Criminal Records (Spent Convictions Act) includes provisions that, in certain circumstances, relieve persons from the requirement to disclose spent convictions and require persons aware of such convictions to disregard them.

The Applicant is taken to have been convicted of an offence if, within 5 years before the application is made, the applicant :

- a) has been charged with, and found guilty of, the offence but discharges without conviction; or,
- b) has not been found guilty of the offence, but a court has taken the offence into account in passing sentence on the applicant for another offence.

<sup>2</sup> Part VIII of the Criminal Code of the Northern Territory deals with attempts to commit offences, inciting to or urging the commission of offences by other people and conspiracy to commit offences.

Date Received	_____ / _____ / _____	Receipt Date	_____ / _____ / _____
Date Processed	_____ / _____ / _____	Receipt Number	_____
Processing Officer:	_____	Amount Received :	\$ _____

**APPLICANT CHECKLIST**

<p>Please check the following items to prevent delays in processing your application.          Incomplete applications forms will be returned to the applicant</p>
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Have you completed all the questions on the Tour Operator Permit Renewal Application form?

Have you attached a Certificate of Currency for \$10M Public Liability?

Have you paid your Tour Operator Permit fee?

Have you signed the Declaration on page 3 of the application?