

APPLICATION FOR A TOUR OPERATOR PERMIT

To conduct land tours for commercial purposes in NT Parks and Reserves (excluding Garig Gunak Barlu National Park and Channel Point Coastal Reserve).

NT parks and reserves are proclaimed under the *Territory Parks and Wildlife Conservation Act* (the TPWC Act). By-Law 13 of the TPWC Act states that a person shall not in a park or reserve carry on trade or commerce including the conduct of a tour, safari or excursion without a permit granted by the Commission.

By-Law 13 provides for such a permit to be issued to a person(s) or group (company, association or partnership) proposing to carry out a commercial activity in NT Parks or Reserves only if specified circumstances apply. For a permit to carry out a commercial activity in the Park, the circumstances are that :-

The Commission has determined that it will only consider the issuing of a By-Law 13 Permit where:-

- a) the activity is consistent with the management plan in force for NT Parks or Reserves; and
- b) the activity is not likely to:
 - (i) endanger public safety;
 - (ii) unduly damage NT Parks or Reserves;
 - (iii) unduly interfere with the preservation or conservation of biodiversity or heritage in NT Parks or Reserves;
 - (iv) unduly interfere with the protection of other features or facilities in NT Parks or Reserves;
 - (v) interfere with the privacy of a cultural event held in the reserve by the traditional owners of Aboriginal land in NT Parks or Reserves;
 - (vi) interfere with the continuing cultural use of the park by the traditional owners of Aboriginal land in NT Parks or Reserves; or
 - (vii) interfere with the privacy of other persons in NT Parks or Reserves.
- c) the activity must benefit the public or persons using the NT Parks or Reserves; and
- d) the applicant for the permit and any persons proposing to carry out the activity must not have been convicted of, or be subject to proceedings for, an offence against the TPWC Act, Regulations or By-laws or similar environmental laws in Australia.

How to Apply: Complete the questions on this Application Form on the following pages.
Sign the Declaration on page 5 of this Application Form.
Sign the Agreement on page 5 of Conditions Form.
Send completed forms to address shown on page 5 of this Application Form.
Attach a copy of your Certificate of Currency for \$10M Public Liability Insurance Policy.

The TPWC Act and Regulations can be viewed at
http://www.nt.gov.au/dcm/parliamentary_counsel/current_legislation.shtml.



PERMIT HOLDER DETAILS

NAME OF APPLICANT

(Person completing this form)

NAME OF PERMIT HOLDER

(Individuals/Partnership/Company/Incorporated Body)

BUSINESS DETAILS OF PERMIT HOLDER

Trading / Business Names

State Business Registered

Positions / Title

Telephone Number

Mobile Number

Fax Number

Email

Website

Australian Business Number

Australian Company Number

Business Address

State

Postcode

Postal Address

State

Postcode

Postal Address

State:

Postcode:

Number of Vehicles

Number of Stickers

Period of Permit

1 year

3 year

5 year

(3 years and 5 years currently not available)

PRIMARY CONTACT DETAILS

Name

Position / Title

Telephone Number

Fax Number

Email Address

Postal Address

State

Postcode

DETAILS OF PROPOSED ACTIVITY

Describe the proposed activity _____

What methods are proposed to be used to comply with the TPWC Act and By-laws and Regulations and to minimise impact on any listed species or native species?

<input type="checkbox"/>	Ensure you know the relevant regulations	Ensure you know the conditions of your permit	<input type="checkbox"/>
<input type="checkbox"/>	Ensure you explain them to all staff and agents	Remain on roads and marked tracks	<input type="checkbox"/>
<input type="checkbox"/>	Avoid feeding or interfering with wild animals	Look out for animals on the road	<input type="checkbox"/>
<input type="checkbox"/>	Avoid picking fruit or breaking branches	Wash down vehicles/vessels to limit weed spread	<input type="checkbox"/>
<input type="checkbox"/>	Dispose of food scraps and rubbish properly	Take only what you brought	<input type="checkbox"/>
<input type="checkbox"/>	Timing the activity to minimise impacts	Risk management of activity to minimise impacts	<input type="checkbox"/>
<input type="checkbox"/>	Contingency plans if emergencies/impacts begin to occur	Other	<input type="checkbox"/>

In Which NT Park(s) or Reserve(s) is the activity proposed to be undertaken _____

(if necessary, attach details of proposed itineraries)

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 restrictions and camping fees apply. Tour Operator permits do not permit commercial activities within these parks.

Dose your Public Liability Insurance Policy cover all of the proposed activities in NT Parks and Reserve to the value of \$10,000,000 in respect of a single event?

(Please tick one)

Yes

No

Will all staff, including all employees, contractors, volunteers and other agents that may conduct the proposed activity be covered by the policy of Public Liability Insurance?

(Please tick one)

Yes

No

Name of Insurance Company/Broker you are currently insured with? _____

Expiry Date _____

DECLARATION

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 convicted¹ of, or are subject to proceedings for an offence under:

- A. the TWPC 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 3¹ the Criminal Records (Spent Convictions) Act
- D. Part VIII of the Criminal Code of the Northern Territory²

Signed: _____ Date: ____ / ____ / ____

*(This acknowledgement is to be signed by the applicant for the permit,
Or if the applicant is a company or other body, by its duly authorised officer)*

In the presence of (the witness must be at least 18 years of age)

Name: _____

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

Enquiries: (08) 8999 4795 or (08) 8999 4814

Fax: (08) 8999 4524

Email: pwpermits.nretas@nt.gov.au

Note: Permit applications may take up to 14 days to process.

OFFICIAL USE ONLY

Date Received: ____ / ____ / ____

Receipt Date: ____ / ____ / ____

Date Processed: ____ / ____ / ____

Receipt Number: _____

Processing Officer: _____

Amount Received: \$ _____

¹ 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 Application 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 of another offence.

² 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.

APPLICANT CHECKLIST

Please check the following items to prevent delays in processing your application.
Incomplete Application forms will be returned to the applicant.

Have you completed all the questions on the Tour Operator Permit Application Form?

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

Have you paid your Tour Operator Permit fee?

Have you read and signed the Declaration on page 5 of the Tour Operator Permit Application?

Has a witness signed the Declaration on page 5 of the Tour Operator Permit Application?

Have you signed the Agreement on page 5 of the Conditions?

Has a witness signed the Agreement on page 5 of the Conditions?