

Application for a permit to enter land to carry out an environmental assessment



Regional
NSW

Form AD14, *Mining Act 1992*

Lodgement information

For help with lodging this application, or for more information about authorisations in New South Wales, contact:

Mining, Exploration and Geoscience

Resource Operations

Phone +61 2 4063 6600 (8.30am – 4.30pm)

resource.operations@planning.nsw.gov.au

Note

- any reference to the '**Department**' in this form, refers to **Regional NSW**

How to submit this form

- By email:** Send an electronic copy of the form including any attachments and proof of payment to resource.operations@planning.nsw.gov.au
- By mail:** Mail your form, any attachments and proof of payment to Mining, Exploration and Geoscience, Resource Operations, PO Box 344, Hunter Region Mail Centre NSW 2310
- In person:** Submit your application in person at the Department office, 516 High Street, Maitland, New South Wales. Office hours are 8.30am to 4.30pm
- Facsimile:** +61 2 4063 6973

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The information contained in this publication is based on knowledge and understanding at the time of writing (July 2020). However, because of advances in knowledge, users are reminded of the need to ensure that the information upon which they rely is up to date and to check the currency of the information with the appropriate officer of the Regional NSW or the user's independent adviser.

Privacy statement

This information is collected by the Department for the purposes of assessing an application for an authorisation or an application associated with an authority as required by the *Mining Act 1992* or Mining Regulation 2016.

This information may also be used by the Department to confirm applicant details in the event that subsequent applications are made and may also be used to establish and maintain databases to assist the Department with its work generally.

Except for purposes required by law, the information will not be accessed by any third parties in a way that would identify the person without the consent of that person. You may apply to the Department to access and correct any information the Department holds if that information is inaccurate, incomplete, not relevant or out of date.

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When to use this form

This form is to be completed by a person applying for a permit to enter land to carry out an environmental assessment (for the purposes of the [Mining Act 1992](#) or the [Environmental Planning and Assessment Act 1979](#)) of the likely effect on the environment of the activities to be carried out under an authority or a mineral claim. A separate form must be used by each person seeking to apply for a permit.

It has been prepared for the purposes of [s252](#) of the *Mining Act 1992*.

If there is insufficient room in the fields, please provide the information as an attachment.

Important notes

Any person granted a permit to enter land under [s252](#) of the *Mining Act 1992* must give reasonable notice to the landholder of their intention to use the permit, use the permit at a reasonable time and produce the permit if required to do so by the landholder. You must comply with all reasonable requests made by a landholder in relation to the manner and time of entry onto the land, provided the requests do not prevent you from carrying out the activities authorised by the permit.

If damage is caused by the holder of a permit exercising a power of entry under the permit, the landholder is entitled to payment from the holder of the permit of a reasonable amount of compensation unless the landholder obstructed, hindered or restricted the holder of the permit in the exercise of the power.

Despite the grant of a permit, no person may enter any part of a premises used only for residential purposes without the permission of the occupier.

A permit may not be granted over certain land that is subject to either the *National Parks and Wildlife Act 1974* or the *Marine Estate Management Act 2014* without concurrence of the relevant Minister.

Agents

If this application is lodged by an agent on behalf of the applicant/s, the Department may seek confirmation of the authority under which the agent operates and any limits of that authority. The agent will need to complete the declaration at the end of this form and supply evidence of their appointment, if not already supplied to the Department ([cl97](#) of the Mining Regulation 2016).

How to submit this form

Refer to the cover page for details.

Next steps

Once your application has been received, it will be considered and may be granted or refused by the Minister. We will notify you in writing of the outcome of your application.

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1 Authorisation Information

Provide the details of the authority or mineral claim.

Type	Number	Act

2 Applicant details

Provide the full name, contact details, registered street address, postal address details of the applicant and if applicable, the ACN or ARBN (for foreign companies). To be eligible to hold a permit, you must be a person 18 years of age or older.

1 st Applicant details	
Name	<input type="checkbox"/> This is an individual and is at least 18 years old.
Contact phone	
Contact email	
ACN / ARBN	
Street address (Registered street address for a company)	
Postal address	<input type="checkbox"/> Same as above

2 nd Applicant details	
Name	
Contact phone	
Contact email	
ACN / ARBN	
Street address (Registered street address for a company)	
Postal address	<input type="checkbox"/> Same as above

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3 rd Applicant details	
Name	
Contact phone	
Contact email	
ACN / ARBN	
Street address (Registered street address for a company)	
Postal address	<input type="checkbox"/> Same as above

Additional applicants

Provide the full name, contact details, ACN or ARBN (for foreign companies), street address (individual), registered street address (company) and postal address details of additional applicants.

Additional applicants

3 Contact for this application

Any correspondence in relation to this application will be sent to this person.

Contact details	
Contact name	
Position held	
Company	
Postal address	
Phone (incl area code)	
Mobile	
Email	

Your preferred contact method

- Email (for companies - provide a company email address which is regularly monitored rather than an individual employee's email address)
- Mail (including DX)

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4 Period for which permit is sought

The maximum period a permit will be granted for is 12 months.

Period for which permit is sought

5 Landholder/s details

1st Landholder details

Name	
Contact phone	
Contact email	
ACN / ARBN	
Street address (Registered street address for a company)	
Postal address	<input type="checkbox"/> Same as above

2nd Landholder details

Name	
Contact phone	
Contact email	
ACN / ARBN	
Street address (Registered street address for a company)	
Postal address	<input type="checkbox"/> Same as above

Additional landholders

Provide the full name, contact details, ACN or ARBN (for foreign companies), street address (individual), registered street address (company) and postal address details of additional landholders.

Additional landholders

6 Land over which the permit is sought

Include lot and deposited plan number or attach a diagram. If a diagram is included please indicate there is an attachment in the space provided below:

Land over which the permit is sought	
Lot number	
Deposited plan	
Street address	
Diagram attached	<input type="checkbox"/> Yes <input type="checkbox"/> No

7 Activities proposed to be assessed

Provide a brief statement of the activities proposed to be assessed and the environmental assessment activities proposed to be carried out including the likely timing and duration of assessment activities and whether any nocturnal studies are proposed.

Activities proposed to be assessed

Assessment activities proposed to be undertaken

8 Fee payment

Provide payment, proof of payment or details that allow the payment to be made.

8.1 Fees

- the application fee amount is \$420

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8.2 Select your payment method

Select	Payment Method										
<input type="checkbox"/>	Direct deposit Account name: Department of Regional NSW BSB: 032 001 Account number: 183837 Reference: APV [authority type and number] (eg APV EL1234) If you are paying by direct deposit, attach a copy of the receipt issued by your banking authority as evidence that you have paid.										
<input type="checkbox"/>	Credit card* (enter details below) <table border="1"><tr><td>Payment amount*</td><td>\$</td></tr><tr><td>Type of card*</td><td></td></tr><tr><td>Cardholder's name:</td><td></td></tr><tr><td>Card number:</td><td></td></tr><tr><td>Expiry date (mm/yy):</td><td></td></tr></table> <p>*Credit card merchant fees are applicable to all credit card payments and will be added to the payment amount at the following rates: Visa & Mastercard: 0.4% Amex: 1.4%</p>	Payment amount*	\$	Type of card*		Cardholder's name:		Card number:		Expiry date (mm/yy):	
Payment amount*	\$										
Type of card*											
Cardholder's name:											
Card number:											
Expiry date (mm/yy):											

9 Checklist of items to be included with this application

Item		Reference
Land over which the permit is sought – if a diagram or further information is required to be attached	<input type="checkbox"/>	Question 6
Activities proposed to be conducted – if attached separate to the application form	<input type="checkbox"/>	Question 7
For payments made by direct deposit – proof of payment	<input type="checkbox"/>	Question 8

10 Declaration

This form should be signed by the applicant/s (in the case of a company a duly authorised officer) or an agent authorised to act on behalf of the applicant/s.

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10.1 Applicant/s (individual or company)

For each applicant (signed below):

I certify that the information provided is true and correct to the best of my knowledge and belief. I understand under the *Crimes Act 1900 NSW Part 5A*, that knowingly or recklessly giving false or misleading information is a serious offence, and under the *Mining Act 1992 section 378C*, any person who provides information that the person knows to be false or misleading is guilty of an offence, for which they may be subject to prosecution.

(For companies only) In addition to the declaration above, by signing below, I **also** certify that I am authorised to complete and provide the information in this form on behalf of the company listed in section 2 of this form.

1 st Applicant details	
Name	
Position/title	
Date	
Signature	

2 nd Applicant details	
Name	
Position/title	
Date	
Signature	

3 rd Applicant details	
Name	
Position/title	
Date	
Signature	

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10.2 Agent authorised to act for this applicant/s

Evidence of appointment is required if this has not been previously supplied to the Department.

Agent details	
Name	
Position/title	
Date	
Signature	

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Office/Administrative use only

Application received:	
Time:	Date:
Officer's Name	
Signature	
Application fee amount: \$420 (per authority)	
Fee amount	\$
Total amount:	\$
Receipt number	

For credit cards

Following confirmation of payment, remove the first eight digits of the credit card number from this form. Ensure that any saved copy does not include full credit card details.

Document control

Approved by: Executive Director, Resource Operations, Regional NSW under delegation from the Minister administering the *Mining Act 1992*.

CM9 Reference: DOC20/442523

Amendment schedule		
Date	Version #	Amendment
July 2020	1.0	New format for Regional NSW. Form updated to reflect new Departmental name and branding, and updated links.