

## General information

For the purposes of Section 13A(2)(c) of the *Mining Act 1992* and Clause 15(2) of the Mining Regulation 2016, this document details the form and information to be included in a notice of the application for an exploration licence.

In accordance with Section 13A of the *Mining Act 1992* and Clause 15 of the *Mining Regulation 2016*, exploration licence applicants must publish a notice of the application in a newspaper circulating generally in NSW, and in at least one newspaper circulating in the area of the proposed exploration area. The notice must be published within 45 days from the receipt of confirmation of the application.

For a list of metropolitan and regional newspapers in NSW, visit [www.newspapers.com.au](http://www.newspapers.com.au)

The aim of the advertisement is to notify the community that an applicant has applied for an exploration licence in the area.

## Template text for your advertisement

Use the text below as a template for your advertisement, replacing the text in *italics* and **bold** with details of the application.

### Exploration licence application

Notice is given in accordance with Section 13A of the *Mining Act 1992* and Clause 15 of the Mining Regulation 2016 that exploration licence application number (***insert number as listed in acknowledgement letter***) (Act 1992) for (***\*insert mineral group/s***) has been lodged with the Department of Regional NSW by (***enter applicants name***), ACN (***enter if applicable***), over an area of about (***\*\*enter area as applicable in units and square kilometres***) which is located about (***enter number of***) kilometres (enter direction, ie north west) of the town of (***\*\*\*enter closest significant town or village***), as shown on the diagram below.

Information regarding this application can be obtained from (***contact name of applicant's representative***), phone number (***\*\*\*\*insert phone number***).

Information about landholder's rights is available on the Department's website: <https://www.resourcesandgeoscience.nsw.gov.au/landholders-and-community/landholders-rightscommunity/landholders-rights>.

## Notes:

\* Insert the group and description per the application, e.g. Group 1 (metallic minerals) and Group 2 (non-metallic minerals).

\*\* The area must be described in units and also in square kilometres, e.g. 5 units (15 square kilometres). (i.e. 1 unit equals approximately 3 square kilometres), as members of the public are not familiar with 'units' as a description of size.

\*\*\* The town/locality, or direction to it, must also be labelled on the diagram, or an arrow and distance to it.

\*\*\*\* The phone number provided in the advertisement must have voice mail facilities to record messages by after-hours callers.

## Plan/diagram requirements

- Must be at least 6cm in width and at least 6cm in length.
- The minimum resolution must be at least 300 dpi at final size.
- Must be based on an accepted standard map (e.g. county map, topographic-cadastral map).
- Must identify any main roads, rivers, railways, villages/towns and localities.
- A minimum of two external sides of the proposed exploration area (application area) must be co-ordinated (e.g. include coordinates).
- Must define the external boundaries of the proposed exploration area (application area), with a bolder line than other lines shown on the map.
- Must have a north point and bar scale.
- Must contain lettering that is legible at the publication size#.
- Must show the distance and direction to the town mentioned in the text.

# Note: To ensure your published advertisement is legible and the diagrams appear correctly, you may wish to contact the newspapers to confirm their advertising specifications (e.g. minimum font size, file type accepted, image resolution required).

MinView is an online department tool that may help you prepare your plan/diagram. A copy of MinView maps must not be used for advertising. For further details go to: [www.resourcesandgeoscience.nsw.gov.au/miners-and-explorers/geoscience-information/services/online-services/minview](http://www.resourcesandgeoscience.nsw.gov.au/miners-and-explorers/geoscience-information/services/online-services/minview)

In remote areas, you may want to choose a larger 'footprint' to include a familiar road or locality. Similarly, if the area is close to a familiar road or locality, the area may be smaller and cadastre may be appropriate.

Note: It is recommended that the advertisements are proofread by the applicant before being published. Errors in the text and diagram will require the advertisements to be re-advertised at the cost of the applicant.

## Submission of advertisements

The two advertisements shall be submitted (preferably in one email) to MEG at [resource.operations@planning.nsw.gov.au](mailto:resource.operations@planning.nsw.gov.au) **OR** applicants may also submit the two advertisements through the Titles Management System (TMS) as attachments to the relevant online application.

Should you not be able to comply with the requirements detailed in this document you must seek prior approval to vary the requirements. Requests to vary the requirements are to be emailed to [resource.operations@planning.nsw.gov.au](mailto:resource.operations@planning.nsw.gov.au). Include a copy of the proposed advertisement with an explanation of why the requirements could not be complied with.

Advertisements found not to comply with the requirements in this document (or any approved variations) will not be accepted and will require the advertisements to be readvertised at the cost of the applicant.

# Secretary requirements

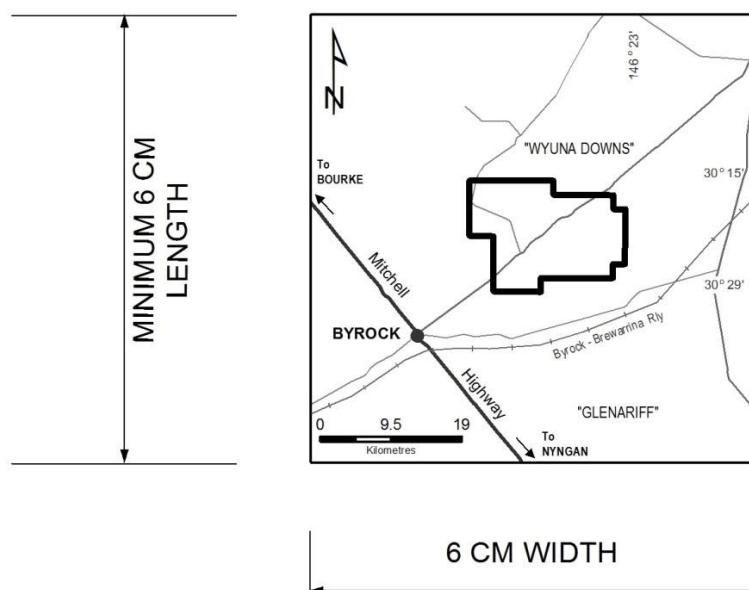
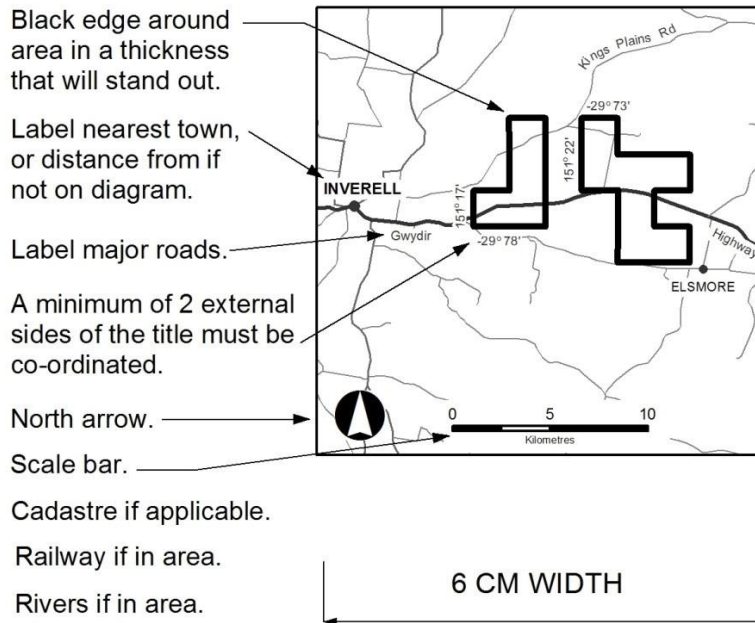
Advertising a notice for an application for an exploration licence for mineral groups 1-8 and 10-11



Regional NSW

## Example diagrams

Note: The examples shown are to assist in the preparation of an advertisement diagram for a (non-coal) mineral exploration licence application.



# Secretary requirements

Advertising a notice for an application for an exploration licence for mineral groups 1-8 and 10-11



Regional  
NSW

## Contact

For help with the Secretary's requirements 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)**

**Email: [resource.operations@planning.nsw.gov.au](mailto:resource.operations@planning.nsw.gov.au)**

## Document control

Document number: DOC21/94064

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

Amendment schedule		
Date	Version #	Amendment
March 2021	1.0	New format for Regional NSW. Form updated to reflect new Departmental name and branding, and updated links.

© State of New South Wales through Regional NSW 2021. The information contained in this publication is based on knowledge and understanding at the time of writing (March 2021). 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.