

## Form ER01

# Application for extension or exemption from reporting

*Mining Act 1992 and Petroleum (Onshore) Act 1991*

October 2017 | v2.2

### More information

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

Division of Resources and Geoscience

**Titles Customer Assistance Line**

**Phone +61 2 4931 6500 (9:30am-4:30pm)**

[titles.services@industry.nsw.gov.au](mailto:titles.services@industry.nsw.gov.au)

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

#### Privacy statement

This information is collected by the NSW Department of Planning and Environment 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* and *Petroleum (Onshore) Act 1991* or *Petroleum (Onshore) 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access and correct any information the Department holds if that information is inaccurate, incomplete, not relevant or out of date.

## When to use this form

**Complete this form if you are an authorisation holder in New South Wales and you want to apply for an extension or exemption from reporting on one or more authorities.**

To be considered for an extension of time or exemption from reporting requirements, this form must be lodged **no later than 30 days before the due date of the report** in accordance with clauses 67 and 68 of the *Mining Regulation 2016* and clauses 27 and 28 of the *Petroleum (Onshore) Regulation 2016*.

Under the *Mining Regulation 2016*:

- an extension of time can be applied for in respect of the provision of annual reports under clause 59 (see clause 67); and
- an exemption can be applied for with respect to the provision of reports required under clauses 59 to 61, or for any other report required with respect to operations (see clause 68).

Under the *Petroleum (Onshore) Regulation 2016*:

- an extension of time can be applied for with respect to reports required under clauses 21 to 24 (see clause 27); and
- an exemption can be applied for with respect to reports required under clauses 21 to 24 or with respect to operations under the petroleum title (see clause 28).

Failure to provide any required reports without reasonable excuse is an offence under either section 163C(3) of the *Mining Act 1992* or section 97C(3) of the *Petroleum (Onshore) Act 1991*.

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

## Important notes

If this application is lodged by an agent on behalf of the applicant/s, the NSW Department of Planning and Environment (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 ([Clause 97](#) of the *Mining Regulation 2016*, [Clause 34](#) of the *Petroleum (Onshore) Regulation 2016*).

Exemptions from reporting are not generally granted unless in cases of extreme hardship or where there is unnecessary administrative burden such as duplication.

## How to submit this form

- **By email:** Send an electronic copy of the form including any attachments to [titles.services@industry.nsw.gov.au](mailto:titles.services@industry.nsw.gov.au)
- **By mail:** Mail your form and any attachments to Division of Resources and Geoscience, Titles Services, PO Box 344, Hunter Region Mail Centre NSW 2310.
- **In person:** Submit your application in person at the Division of Resources and Geoscience's Titles Services office, 516 High Street, Maitland, New South Wales. Office hours are 9.30am to 4.30pm.

## Next steps

Once your application has been lodged the Secretary (or delegate) will make a determination. The Department will notify you in writing of the decision.

For extensions and exemptions requested under [Clause 67](#) and [Clause 68](#) of the *Mining Regulation 2016* and [Clause 27](#) and [Clause 28](#) of the *Petroleum (Onshore) Regulation 2016*, the Department will notify the applicant of its determination in writing within 21 days of receipt of the application.

## 1 Authority information

List the authority/authorities you are seeking an extension or exemption for.

Type	Number	Act
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

## 2 Authority holder/s details

Provide the full name of authority holder/s and if applicable, the ACN or ARBN (for foreign companies).

Name	<input type="text"/>
ACN / ARBN	<input type="text"/>
Registered street address	<input type="text"/>
Postal address	<input type="checkbox"/> Same as above <input type="checkbox"/> Enter here if different

Name	<input type="text"/>
ACN / ARBN	<input type="text"/>
Registered street address	<input type="text"/>
Postal address	<input type="checkbox"/> Same as above <input type="checkbox"/> Enter here if different

Name	<input type="text"/>
ACN / ARBN	<input type="text"/>
Registered street address	<input type="text"/>
Postal address	<input type="checkbox"/> Same as above <input type="checkbox"/> Enter here if different

### Additional authority holders

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

<input type="text"/>
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### 3 Contact for this application

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

Contact name	<input type="text"/>
Position held	<input type="text"/>
Company	<input type="text"/>
Postal address	<input type="text"/>
Phone (inc. area code)	<input type="text"/>
Mobile	<input type="text"/>
Email	<input type="text"/>

#### Your preferred contact method

- Email (For companies – provide a generic company email address which is regularly monitored rather than an individual employee’s email address.)
- Mail

### 4 Report/s for which you are seeking an extension or exemption

- Annual activity report (licence condition)
- Annual (geoscientific) report (regulation)
- Partial relinquishment (geoscientific) report
- Final (geoscientific) report
- Environmental management/rehabilitation report
- Community consultation report
- Well completion report (petroleum only)
- Seismic survey report (petroleum only)
- Other report – please specify

### 5 Current due date of report/s

## 6 Exemption or period for extension

I am seeking an **exemption**

I am seeking an **extension for the period of**  
(e.g. 'two weeks from the due date')

insert extension period sought

## 7 Grounds for application

Provide the reason for your request.

## 8 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.

I/We declare that the information provided in this application is true and correct. I/We understand that under [Part 5A](#) of the *Crimes Act 1900*, knowingly giving false or misleading information is a serious offence; and under [Section 378C](#) of the *Mining Act 1992* and [Section 125D](#) of the *Petroleum (Onshore) Act 1991* any person who provides information that the person knows to be false or misleading is also guilty of an offence, for which they may be subject to prosecution.

### 8.1 Applicant/s

Name	
Position/title	
Date	
Signature	

Name	
Position/title	
Date	
Signature	

Name	
Position/title	
Date	
Signature	

OR

### 8.2 Agent authorised to act for this applicant/s

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

Name	
Position/title	
Date	
Signature	

## Office use only

### Application received:

Time:  Date:

### Received under delegation from the Secretary

Name

Signature

## Document control

Authorised by: Director Titles Services

RM8 Reference: PUB17/702 (V17/10428)

### Amendment schedule

Date	Version #	Amendment
01 March 2016	2.0	Legislation update, new template
06 March 2016	2.1	Hyperlinks updated, minor edits
October 2017	2.2	Update legislation, hyperlinks, change of dept and division name