



Office use only

Received via: _____

Date: _____

To find out more, go to the application for aquaculture lease information kit at dpi.nsw.gov.au/fishing/aquaculture/forms/lease-based

Applicant details	Give details in space provided
Name of applicant (or company name if applicable)	
Mailing address of applicant	Address Suburb State Postcode
Physical address of applicant (cannot be a PO Box)	Address Suburb State Postcode
Preferred contact person	
Phone number for preferred contact	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Mobile Number: _____ If a mobile is provided, do you authorise for the mobile number to be used for SMS alerts? <input type="checkbox"/> Yes <input type="checkbox"/> No
Email address for preferred contact	

2. Do you want to sign up to be an e-customer?

Skip this question if you have already signed up.

If you sign up to being an e-customer, the Department will correspond with you via email.

- ☐ Yes – the Department will email you the relevant form to complete.
- ☐ No

3. Lease details

Lease number	Estuary	Area (in hectares)

4. Permit details

Aquaculture permit/s that will authorise the lease/s and the percentage.

Permit number	Permit holder(s)	Percent (%) authorised

Has the permit holder completed a permit application as part of the tender submission?

- ☐ Yes – as a new entrant, the permit holder has completed a new permit application.
- ☐ Yes – as an existing permit holder, the permit holder has completed a permit variation application.

5. Lease tenancy

If the applicant is an individual or company, skip this section because the tenancy arrangement will default to common tenancy. If the applicant is a partnership, please tick the preferred option below.

☐ **Joint tenancy**

Under joint tenancy, upon the death of a lessee, the lease will be transferred to any surviving lessees.

☐ **Common tenancy**

Under tenancy in common, the proportion of the lease held by the deceased lessee is transferred according to their Last Will and Testament and/or at the direction of the Executor of the Estate.

6. Applicant declaration

All applicants must sign the declaration.

An application lodged by a company must be signed by two directors, or one director and a secretary. If the company is a sole director company, then the sole director must state this next to their name.

1. I/we are authorised to make this application.
2. I/we acknowledge that all the information provided in this application is true and correct.
3. I/we understand that giving false or misleading information is a serious offence.

Applicant name	Applicant signature	Date

7. Payment of application fee

If you are a successful tenderer, the Department will email you an invoice for the application fee, which will be payable immediately. Payment options will be available on the invoice.

Aquaculture fee schedule dpi.nsw.gov.au/fishing/aquaculture/schedule

Privacy collection notice

Your information is being collected by the Fisheries division of NSW Department of Primary Industries and Regional Development (the Department), Taylors Beach Road, Taylors Beach NSW 2315 for the purpose of managing the NSW aquaculture industry in line with the *Fisheries Management Act 1994 (FM Act 1994)*. Information collected on this application form is subject to the *Privacy and Personal Information Protection Act 1998 (PPIP Act 1998)*. You must provide the information for the Department to assess the application and to administer aquaculture leases and permits under the *FM Act 1994*. Information collected will be stored within the FishOnline system, as well as finance and records management systems, to which only authorised personnel have access. The information will be destroyed when no longer required.

The Department may use the information and disclose it to other authorised government or private sector agencies for related administration, regulation, research, and statistical reporting purposes. This may include, but is not limited to, purposes related to biosecurity matters, licensing with other agencies, industry extension and grant applications. Information collected may be disclosed to the Department of Planning, Housing and Infrastructure, who provides the Department with a financial service, or to an external debt collection agency for debt collection purposes when an overdue debt is payable under the *FM Act 1994* or the *Fisheries Management (Aquaculture) Regulation 2024*. Information collected may also be subject to other lawful requests for information such as applications under the *Government Information (Public Access) Act 2009* or subpoenas. The information may be pooled in a manner not identifying stakeholders to form industry-based statistics. Information collected may be publicly available on the NSW register of aquaculture permits in line with section 154 of the *FM Act 1994*.

Any email addresses collected may be used to electronically serve instruments if the customer has agreed to receive documentation electronically. You may access or correct your information by contacting the Department via Aquaculture Administration, Locked Bag 1, Nelson Bay NSW 2315, or via email aquaculture.administration@dpird.nsw.gov.au. For more information, please refer to the Department's [Privacy Statement](#) and [Privacy Management Plan](#).