# Authority to Control Wildlife Application Form - General

If you wish to participate in the Kangaroo Pet Food Trial please complete the trial-specific application form: *Authority to Control Wildlife Application Form - Kangaroo Pet Food Trial*. For more information about the trial, including whether you are eligible to participate, see the DELWP factsheet *Kangaroo Pet Food Trial: information for landholders*.

## 1. Applicant’s personal details

<table>
<thead>
<tr>
<th>Mr/Mrs/Ms</th>
<th>First Name</th>
<th>Other Given Names</th>
<th>Family Name</th>
<th>Date of Birth</th>
<th>Sex (M/F)</th>
<th>DELWP Customer Number (if known)</th>
</tr>
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</table>

## 2. Applicant’s residential address

Property Name *(Name of house, farm or building if applicable)*:  
Flat/Unit No.: 
House/Lot No.:  
Street Name:  
City/Suburb/Town:  
Postcode: 

## 3. Applicant’s postal address *(if same as above, please write “as above”)*

Property Name *(Name of house, farm or building if applicable)*:  
Flat/Unit No.: 
House/Lot No.:  
Street Name:  
City/Suburb/Town:  
Postcode: 

## 4. Applicant’s contact details *(Please circle your preferred contact)*

Telephone – Mobile: 
Telephone – Private: 
Telephone – Business:  
Email address: 

## 5. Applicant’s relationship to the land with the wildlife problem: *(Tick ONE box which best describes this)*

- [ ] Land owner
- [ ] Land manager
- [ ] Lessee
- [ ] Business Owner/Director
- [ ] Employee *(Specify position)*

## 6. Business name *(ONLY complete if the land is owned under the name of a business)*


## 7. Description and location of land where you plan to control wildlife

*(Crown Allotment Number(s) must be supplied – see your Rates Notice or Shire Office). Include CFA Map Book Map No., Square No. & House No, if applicable.*

Road Location: *(e.g. No. 2010 Plenty Rd, 2km west of intersection with Centre Rd)*

Postcode: 
Municipality *(e.g. Southern Grampians Shire)*: 
Land where wildlife is to be controlled is either: *(Tick applicable box)*

- [ ] Private land
- [ ] Crown land

Approximate area in hectares: 
Land Use Zone: 
Current land use *(e.g. Cropping wheat, cattle grazing, apple orchard, etc)*: 

8. Species and number of wildlife causing property damage or health and safety risks

Please provide a count or your best estimate of the number of animals that are the source of the problem. Attach a separate sheet if applying to control more than four species.

<table>
<thead>
<tr>
<th>Species</th>
<th>Number</th>
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<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
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<td>3</td>
<td></td>
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<tr>
<td>4</td>
<td></td>
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</tbody>
</table>

9. Description of damage or health and safety risks resulting from wildlife

The description should outline the type and extent of damage to property including buildings, fences, pasture, crops or livestock. Any issues related to human health and safety should also be included (for example, hazards to aircraft safety, fouling of produce or property or aggressive behaviour). Attach a separate sheet if required.

10. What actions are you currently taking to manage the issues identified in section 9?

Include any measures you have taken with regards to fencing or restricting wildlife access to property or crops. Attach a separate sheet if required.
11. What activities are you proposing to undertake to manage the wildlife problem?

For example: scaring, shooting, trapping and shooting, trapping and release, destroying eggs and nests.

12. Acknowledgment by applicant

Disclosure of contact details

I, (name of applicant) ……………………………………………………………………………………………………….. being the applicant for this Authority to Control Wildlife, acknowledge that it is an offence under Section 58B of the Wildlife Act 1975 to provide false or misleading information in, or in connection with the application for an Authority to Control Wildlife and I state that the information that I have provided is true and correct.

SIGNATURE of Applicant …………………………………………………………….. DATE signed ……………………………

Collection, use and disclosure of personal information

Information Privacy Act 2000

The Department of Environment, Land, Water and Planning (DELW) is committed to protecting your Personal Information according to the principles set out in the Victorian Information Privacy Act 2000. This Privacy Statement applies to the collection and use of personal information, voluntarily provided by you, in relation to administration of licences and permits administered under the Wildlife Act 1975.

You may apply for access to your personal information at any time to confirm that it is accurate and up to date, upon payment of a prescribed fee (if any). Enquiries should be directed to the Privacy Coordinator on (03) 9637 8697.

An authorisation may not be issued if the information required is not provided.
Submitting your application

Once your application for an Authority To Control Wildlife has been **completed** and **signed**, please submit it to the 'ATCW Coordinator' at the office closest to you in the DELWP Region in which the property is located [see below for details].

### Port Phillip Region:

<table>
<thead>
<tr>
<th>ATCW Coordinator</th>
<th>DELWP</th>
<th>8 Nicholson Street</th>
<th>East Melbourne VIC 3002</th>
<th>Fax: 9637-8889</th>
<th>Email: <a href="mailto:atcw.portphillipregion@delwp.vic.gov.au">atcw.portphillipregion@delwp.vic.gov.au</a></th>
</tr>
</thead>
</table>

### Gippsland Region

<table>
<thead>
<tr>
<th>Areas east of Sale</th>
<th>Sale &amp; areas west of Sale</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>ATCW Coordinator</th>
<th>DELWP</th>
<th>PO Box 483</th>
<th>Bairnsdale VIC 3875</th>
<th>Fax: 5152-0444</th>
</tr>
</thead>
</table>

### North East Region

<table>
<thead>
<tr>
<th>Alexandra</th>
<th>Benalla</th>
<th>Wangaratta</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>ATCW Coordinator</th>
<th>DELWP</th>
<th>5 Binns McCraes Rd</th>
<th>Alexandra VIC 3714</th>
<th>Fax: 5772-1361</th>
</tr>
</thead>
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### Grampians Region

<table>
<thead>
<tr>
<th>Horsham</th>
<th>Ballarat</th>
</tr>
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<table>
<thead>
<tr>
<th>ATCW Coordinator</th>
<th>DELWP</th>
<th>110 Natimuk Rd</th>
<th>Horsham VIC 3400</th>
<th>Fax: 5362-2187</th>
</tr>
</thead>
</table>

### Barwon South West Region

<table>
<thead>
<tr>
<th>Colac</th>
<th>Heywood</th>
<th>Warrnambool</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>ATCW Coordinator</th>
<th>DELWP</th>
<th>83-85 Gellibrand St</th>
<th>Colac VIC 3250</th>
<th>Fax: 5233-5500</th>
</tr>
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### North West Region

<table>
<thead>
<tr>
<th>Bendigo</th>
<th>Swan Hill</th>
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<table>
<thead>
<tr>
<th>ATCW Coordinator</th>
<th>DELWP</th>
<th>Box 3100</th>
<th>Bendigo Delivery Centre</th>
<th>Bendigo VIC 3551</th>
<th>Fax: 5448-4982</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>ATCW Coordinator</th>
<th>DELWP</th>
<th>PO Box 501</th>
<th>Swan Hill VIC 3585</th>
<th>Fax: 5032-9682</th>
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</thead>
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*Version 13-6*  
*Current as of January 2015*  
*Department of Environment, Land, Water & Planning*
Guide to applying for an Authority to Control Wildlife

Victoria is home to a diverse range of wildlife, including a number of species not found anywhere else in the world. Native wildlife in Victoria, including all birds, mammals, reptiles and amphibians, is protected under the Wildlife Act 1975. It is illegal to wilfully disturb protected wildlife or to destroy protected wildlife without approval. The most common approval is an Authority to Control Wildlife (ATCW). You may apply to the Department of Environment, Land, Water and Planning (DELWP) for an ATCW to scare, disperse, trap or destroy wildlife if it is:

- damaging buildings, pasture, crops or other property
- posing a risk to human health and safety, or
- impacting on biodiversity.

Non-lethal control

It is DELWP policy that all practical non-lethal control options must be exhausted before you apply for an ATCW for lethal control. There are a number of long-term solutions available to manage wildlife damage that do not require an ATCW. For example, fencing or netting to exclude animals, planting different types of crops, or planting at different times. While lethal control may seem like the immediate answer, it is time-consuming and often must be repeated to be effective.

An ATCW is required by law to disturb wildlife through scaring, harassing, dispersing, trapping or translocating. For example, a landholder using a gas gun to frighten birds from their orchard would require an ATCW, while a landholder using netting and a scarecrow would not.

If you would like more information about non-lethal control methods that do not require an ATCW please refer to the fact sheets on DELWP’s website: www.delwp.vic.gov.au or call the DELWP Customer Service Centre on 136 186.

Lethal control

If you have explored other options for managing wildlife and consider that lethal control is your last resort, you must apply for an ATCW.

If you have been issued with an ATCW you may arrange for someone else to control wildlife on your behalf. This person is known as your agent. Although you are no longer required to list agents on your ATCW application you still may be legally responsible for their actions. It is recommended that you specifically discuss the conditions of the ATCW with your agent. You must give a copy of the ATCW to any agents because anyone controlling wildlife is required by law to carry a copy of the ATCW.

Anyone shooting wildlife must also comply with the Firearms Act 1996. Shooters are required by law to hold an appropriate firearms licence. Depending on the location, you may require by law to obtain a 'Populous Place Permit' from Victoria Police before shooting wildlife. Penalties apply for non-compliance. For more information about matters regarding firearms please visit www.police.vic.gov.au/firearms or call 1300 651 645.

Engaging licensed Wildlife Controllers

You may engage a licenced Wildlife Controller to manage wildlife on your behalf. Wildlife Controllers may control unprotected wildlife (except deer) and native reptiles under their licence even if you don’t have an ATCW. However, for all other wildlife, you must be issued with an ATCW before the Wildlife Controller can control wildlife on your behalf.

Applying for an ATCW

If you require an ATCW, you should complete an ATCW application form and submit it to DELWP. The form requires you to note:

- the species and number of wildlife (based on a count or your best estimate) that is causing the problem (section 8)
- the type and extent of the damage caused by the wildlife (section 9)
- what management actions you have attempted to manage the wildlife problem that do not require an ATCW (i.e. actions that are not scaring, harassing, chasing or shooting) (section 10)
- your proposed control method (e.g. scaring, shooting, trapping and shooting, trapping and release, destroying eggs and nests) (section 11).

Your ATCW application will be assessed by a DELWP officer who may inspect your property to confirm the damage being caused by wildlife. Under the requirements of the Wildlife Act 1975 and DELWP policy, an ATCW will only be issued if the DELWP officer is satisfied that it is necessary to manage the problem and that all practical non-lethal control options have been exhausted.

If you are seeking to control wildlife on Crown land you must have the permission of the Crown land manager.

You can get an application form by calling the DELWP Customer Service Centre on 136 186 or by visiting a DELWP regional office or the DELWP website http://www.delwp.vic.gov.au/.
Acting on your ATCW

All ATCWs include strict conditions to ensure that animals are controlled humanely. You and anyone acting on your behalf are required by law to comply with the ATCW conditions. If you don’t comply, your authorisation may be suspended or cancelled and you may be taken to court and fined.

DELWP recommends that you and/or your agent undertake firearm competency training prior to shooting wildlife.


Kangaroo Pet Food Trial

The Victorian Government has started a trial to allow the meat from kangaroos controlled under ATCWs to be processed for pet food. The trial is open to landowners in the following local government areas: Ararat, Benalla, Horsham, Mansfield, Mitchell, Murrindindi, Northern Grampians, Pyrenees, Southern Grampians, Strathbogie, Wangaratta and Yarriambiack. The trial runs from 31 March 2014 to 31 March 2016.

To participate in the trial, kangaroos must be controlled by a shooter who is listed in the food safety plan of a licensed pet meat processing facility. Landholders cannot control the kangaroos themselves and transport them to a pet meat processing facility. Pet food processors are not allowed to receive kangaroos shot by landholders. Penalties apply to processors for non-compliance.

Landholders must provide a PIC (Property Identification Code) on the Kangaroo Pet Food Trial ATCW application form. If you don’t have a PIC please contact DELWP customer service centre on 136 186.

For more information about the trial please see the fact sheets on DELWP’s website: www.delwp.vic.gov.au or call the DELWP Customer Service Centre on 136 186.