

Initials and date: _____

To find out more, please go to [Aquaculture Lease Way of Access - Information Kit \(nsw.gov.au\)](https://nsw.gov.au/aquaculture-lease-way-of-access-information-kit)

1. Pre-application discussion

☐ No

2. Applicant details

Applicant details	Give details in space provided
Name of applicant (or company name if applicable)	
Mailing address for applicant	Address Suburb State Postcode
Name of contact person	
Phone contact	☐ Home ☐ Work ☐ Mobile Number: _____
Email address	

3. Details of lease

Provide the lease number and location for the aquaculture lease that this application relates to.

Lease number	Estuary or location

4. Negotiations with relevant lessee

Have you discussed your need for an access way through the above lease with the lessee?

☐ Yes

☐ No

If you have not discussed the proposed access way with the lessee, the Department can assist in the exchange of contact details. If you would like this to occur, you will need to sign the consent below.

Consent to share contact details with the lessee

I, the undersigned, hereby consent to my name and contact details to be provided to the lessee of the above listed lease, to facilitate negotiations regarding an access way through the lease.

Name	Signature	Date

5. Property details

Provide details of the property you require access to. These details can be obtained from your property rates notice.

Street address	Property details	Lot	DP

In relation to the above property are you the:

☐ Owner of the land abutting the aquaculture lease

☐ Lessee of the land abutting the aquaculture lease

6. Way of access details

What is the preferred width of the proposed way of access?

☐ less than 15 metres

☐ greater than 15 metres

7. Reason for needing a way of access and other potential solutions

Provide details.

8. Existing or proposed infrastructure

Provide a description of any existing or proposed infrastructure (for example, jetty), including dimensions. Include a diagram or plan for this infrastructure.

9. Vessel description

If the proposed way of access relates to a jetty, wharf or boat ramp please complete the following.

Type of vessel _____

Size of vessel _____ M

10. Water depth at low tide

What is the water depth at low tide of the area in which you require a way of access?

☐ less than 1 metre

☐ greater than 1 metre

11. Declaration

I/we the undersigned:

1. Are authorised to make this application.
2. Acknowledge that all the information provided in this application is true and correct.
3. Understand that giving false or misleading information is a serious offence.

Name	Signature	Date

12. Attachments required

The following items must be attached to the application.

- ☐ Copy of the lease plan marked with the proposed access way.
- ☐ Plan that shows any proposed or existing infrastructure.
- ☐ Photographs of any existing infrastructure.

13. Submitting your application

- Mail: DPIRD Aquaculture Administration, Locked Bag 1, Nelson Bay, NSW 2315
- Email: aquaculture.administration@dpird.nsw.gov.au
- Phone: Aquaculture Administration on 1300 603 845

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*.

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