

## APPLICATION FORM: FOREST PERMIT – Activity

Issued under NSW Forestry Act 2012 (s.60). Application and usage fees apply under Forests NSW Recreation and Tourism Policy 2010-2014

### Applicant Details

Name of organisation or individual: \_\_\_\_\_ ABN: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Name of Primary Contact: \_\_\_\_\_ Date of Birth\*: □□/□□/□□□□

Role/Position of Contact: \_\_\_\_\_ Email: \_\_\_\_\_ @ \_\_\_\_\_

Postal Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

### State Forest Details

List the State forests you propose to use under this permit: \_\_\_\_\_

Describe the areas within the State forest you propose to use by providing maps of locations/routes: \_\_\_\_\_

### Activity Details - Please ensure to provide sufficient details to the nature and extent of your activity.

What is the proposed activity? i.e. mountain bike event, commercial tour, training etc

What are the proposed activity/event times and dates? Please include set up and clean up timeframes.

How many people/vehicles/horses/other will be participating in this event?

Are you requesting any Special Conditions for this event/activity?

Are all vehicles used within the permit area registered for public roads?

☐ Yes ☐ No

Are all drivers of the above vehicles appropriately licenced for the class of vehicle?

☐ Yes ☐ No

For commercial activities, what is the intended entry charge or participation charge per person? \_\_\_\_\_

## Documentation Requirements

All permit holders must provide - (please either tick the ☐ once attached, or N/A)

- ☐ Copy of Certificate of Currency for Public Liability Insurance \$20 million – please make sure you list Forestry Corporation of NSW as an “interested party” on the Certificate of Currency.
- ☐ Special Conditions will be attached to the permit once issued. The permit holder must sign and return these Special Conditions)
- ☐ Site Safety Plans – risk management associated with your activity, including your participants, spectators and the public
- ☐ Medical Evacuation and Emergency Plans (templates provided)
- ☐ If providing training, copy of all trainers/assessors/supervisors qualifications and accreditations

If undertaking commercial activities or events, please provide –

- ☐ Workers Compensation Insurance details: Insurance Provider \_\_\_\_\_  
Policy No \_\_\_\_\_ Number of persons/vehicles covered under policy \_\_\_\_\_
- ☐ Copy of comprehensive motor vehicle insurance for each vehicle

## Payment - the application fee must be paid prior to the permit being issued

The application fee is \$110 (GST inc) unless otherwise stated.

Method of Payment: ☐ Credit Card ☐ Cheque ☐ Money Order ☐ Cash (Wauchope Only)

Preferred payment method is credit card, however payment can also be made by cheques and money orders. For cheques and money orders, please make payable to Forestry Corporation of NSW and complete the Remittance Advice and send to –

Forestry Corporation of NSW  
PO Box 865  
DUBBO NSW 2830

Credit Card Type: ☐ Mastercard or ☐ VISA

Card Holders Name: \_\_\_\_\_

Credit Card Number:     /     /     /     Expire:   /   CVV:

If you wish to provide the above details over the phone, please arrange with your FCNSW contact.

Signature: \_\_\_\_\_ Date:   /   /

## Declaration

I/we hereby declare that the information provided is correct to the best of my/our understanding.

I/we will abide by all permit conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_