

Department of Water and Environmental Regulation
Department of Mines, Industry Regulation and Safety

# Application for new permit or referral to clear native vegetation

This is the form to submit a referral of proposed clearing or apply for a clearing permit under Part V of the *Environmental Protection Act 1986* (EP Act).

Before you submit this form, please check you have completed all the fields for the form type and fully prepared any required supporting documents (including maps etc.). We will return / decline any forms that are not correctly completed.

☐ Referral of proposed clearing (s.51DA of the EP Act)

□ Application for an area permit (s.51E of the EP Act)

☐ Application for a purpose permit (s.51E of the EP Act)

To find out more about the stages of assessment for clearing permit forms, see the *Procedure: Native vegetation clearing permits*.

### Part 1 – Form type

Select your form type.

form, and unless stated

respectively.

and 'applicant' also mean 'referral' and 'referrer'

NOTE: Where appropriate in this

otherwise, the terms 'application'

Part 2 – Applio	cant details					
2.1 Applicant n	2.1 Applicant name					
For area permits:	☐ Applying as a	lying as an individual – complete the following:				
If granted, the name(s) of (all)	Title	☐ Mr ☐ Mrs ☐ Ms [	⊐ Other:			
landowner(s) will be listed as	Name(s)					
'permit holders' on the permit.	☐ Applying as a body corporate or other entity formed at law – complete the following:					
For purpose permits:	Name					
If granted, the name(s) of (all)	Australian Com	npany Number (ACN)				
applicant(s) will go on the permit.		a government entity (e.g. hority, or other statutory b	_	lepartment, local		
,	Name	City of Bayswater				

### 2.2 Applicant contact details

Provide the contact details for the above (primary contact).

Title	
First name	
Last name	
Position	
Company name	
Contact phone number (	
Email address	

### 2.2 Applicant contact postal details

Provide the postal address for the above individual, body corporate or local government authority (primary contact).

Address line 1	
Address line 2	
Suburb	
State	

### 2.3 Applicant contact – registered business address

If applying as a company, incorporated body, local government authority or public authority, please also supply the registered business office address.

Address line 1	
Address line 2	
Suburb	
State	
Contact phone number (1)	

### 2.4 Electronic correspondence consent

Email address

Both the Department of Water and Environmental Regulation (DWER) and Department of Mines, Industry Regulation and Safety (DMIRS) prefer to send all correspondence via email. We request that you consent to receiving all correspondence relating to instruments and notices under Part V of the EP Act via email. Please indicate your consent in this section of the form.

I consent that all written correspondence between myself (the applicant) and DWER/DMIRS (as applicable) about the subject of this form will be exclusively via email, using the email address provided above.				□ No
2.5 Contact details for enquiries  If different from the applicant's contact details, enter the contact details of a person with whom DWER or DMIRS should liaise with (e.g. a consultant).				
Same as applicant's contact details	;		⊠ Yes	□ No
If 'No' – complete the following:				
Contact name				
Position (if applicable)				
Company name (if applicable)				
Contact phone number (1)		Phone number (2)		
Business or postal address line 1				
Business or postal address line 2				
Suburb				
State		Postcode		
			-	

### Part 3 - Land details

- You must accurately describe the location of the land where your clearing is proposed.
- If you have a large number of properties, please provide the relevant details for each property in a separately attached supporting document.

### 3.1 Property details

I have a large number of properties and have given the relevant details in an attached supporting document.	☐ Yes – skip to Part 4	⊠ No
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### If 'No' – complete the following:

Land description			
Provide the following details, as applicable, for all properties:  - volume and folio number	Lot Number: R 34262 Vest: City of Bayswater		
<ul> <li>lot or location number(s)</li> <li>crown lease or reserve number</li> <li>pastoral lease number</li> <li>mining tenement number</li> </ul>			
Street address – Line 1	2 Mary Street		
Street address – Line 2			
Suburb	Maylands		
State	WA	Postcode	6051
Local government area(s)	City of Bayswater		
Land zoning	Reserve		

### Part 4 – Relationship to landowner

Tell us which of the following options best describes you as the person completing and submitting this form. If you are filling out this form on behalf of the applicant, answer this question as though you are the applicant.

### Proof of ownership may include:

- a certificate of title (that is less than 6 months old)
- a pastoral or mining lease
- · public authority that has care, control or management of the land
- other form of lease, land tenure or specific arrangement.

Relationship to landowner (select one of the following options)	Complete the following
⊠ I am the landowner	☐ Attach proof of ownership
☐ I am lodging a form on behalf of the landowner (e.g. a consultant)	□ Attach proof of ownership
☐ I am acting on the landowner's behalf and will be jointly responsible for the clearing permit (i.e. joint form)	☐ Attach proof of ownership ☐ Complete and attach an 'Acting on behalf and jointly responsible' letter
☐ I am likely to become the landowner	☐ Attach the Certificate of Title ☐ Attach evidence of the pending transfer of ownership and/or contract of sale ('offer and acceptance')
☐ I will undertake the clearing activities with the landowner's authority and will be the permit holder	☐ Attach proof of ownership ☐ Complete and attach an 'Authority to access and clear native vegetation' letter (if the applicant is not the landowner)
☐ A person with multiple land parcels	☐ Attach proof of ownership ☐ Complete and attach 'Authority to access and clear native vegetation' letter (if the applicant is not the landowner)

### Part 5 – Proposed clearing

### 5.1 Maps and/or spatial data

Select which map type(s) you will attach with your form.

Note: We will decline / return forms (as applicable) if you do not provide sufficient information for this question.

☐ An ESRI shapefile with the following properties (preferred)

- Geometry type: polygon shape
- Coordinate system: Geocentric Datum of Australia (GDA) 1994/2020 (geographic latitude / longitude)
- Datum: GDA 1994 / GDA 2020 (please specify which was provided)

⊠ An aerial photograph or map with a north arrow, clearly marking the proposed clearing area

### Note:

- An ESRI shapefile must use one of the following filename extensions: .shp, .shx, .dbf, and/or .prj
- You must provide an ESRI shapefile if the form requires an assessment under an Environment Protection and Biodiversity Conservation Act 1999 (Cth) (EPBC Act) accredited process. See Part 8 of this form for more information.

#### 5.2 Size

- If you propose to clear a patch(s) of vegetation, enter a hectare value for the total size of the area (mark number of trees as zero).
- If you propose to remove only individual trees from the area(s) (i.e. the shrubs, grasses, groundcover plants will remain intact), provide the number of trees (and mark total area as estimated hectares).
  - Note: If any shrubs, grasses, and/or groundcover plants MAY be damaged in the clearing process, add this to the total area.
- If you propose to clear an area of vegetation within a larger footprint, enter the hectare
  value for the total size of the area to be cleared (mark number of trees as zero) and the
  size of the footprint. For example, 5 hectares of clearing within a 10 hectare footprint.
  This option is only available for purpose permit applications.
- Enter values for BOTH number of trees and the size of the area if you are clearing individual trees in one area AND a patch of vegetation in a different area.
- Please note the following area conversions/calculations:

1 hectare = 10,000 m<sup>2</sup> Area of circle = 3.14 x radius<sup>2</sup>
1 acre = 0.4 hectares / 4,000 m<sup>2</sup> Area of a rectangle = length x width
1 tree = 0.01 hectares / 100 m<sup>2</sup> Area of a triangle = ½ length x perpendicular height

Total area of clearing proposed (hectares)	0.6 hectares
Footprint of clearing (hectares) (purpose permit only)	
Number of individual trees to be removed	0

Note: Calculate the area of a tree based on the area encompassed by the tree's drip line; that being the outermost circumference of the tree's canopy.

### 5.3 Purpose

Provide the reason for proposed clearing (e.g. road construction, grazing and pasture, hazard reduction, horticulture, timber harvesting etc.)	Removal of weed species to revegetate with native plants.
Specify what the final land use will be after clearing	Natural Area

#### 5.4 Method

Proposed method of clearing (i.e. burning, cutting, draining, flooding, grazing, mechanical clearing/bulldozing or other – specify)	Mechanical initially then brush cutting ongoing until native species establishment.
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#### 5.5 Timeframe

Period within which you propose to do the clearing	Start date: March 2023
(e.g. 1/7/2022 to 30/8/2024)	End date: March 2025

Note: The clearing referral process is not suitable for any clearing that is expected to take longer than two years.

### 5.6 Avoidance and mitigation

Explain how you have, or will, put avoidance and mitigation measures in place to eliminate, reduce, or otherwise mitigate the need for and scale of the proposed clearing of native vegetation.

Attach supporting documents to substantiate your explanation.

Your explanation should demonstrate you have planned the project so that the least clearing possible is to be undertaken. The following questions may help you frame your explanation:

- Why did you select this location and amount of clearing?
- What alternatives to clearing e.g. engineering solutions did you consider?
- What changes, if any, did you make to the location or amount of clearing to reduce the impacts of the clearing?

Note: If you do not demonstrate adequate efforts to avoid and mitigate clearing, we will ask you to do so during the validation of this form.

Provide the avoidance and mitigation details	Please see attached 10 yr Conservation Plan
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### Part 6 - Offset

Do you want to submit a clearing offset proposal with your form? For more information on environmental offsets, refer to <a href="DWER's website">DWER's website</a> and <a href="Fact Sheet 11: Environmental offsets for native vegetation clearing permits">DWER's website</a> and <a href="Fact Sheet 11: Environmental offsets for native vegetation clearing permits">Fact Sheet 11: Environmental offsets</a>	□ Yes ⊠	No
If 'Yes' – please complete and attach Appendix A of the <u>Clearing of native vegetation offsets procedure</u> guideline as a supporting document for your form.	☐ Appendi	x A attached
Part 7 – Surveys for assessments (IBSA and IMSA	A)	
Do you want to submit marine or biodiversity surveys in support of your form?	□ Yes ⊠ N	No – skip to Part 8
7.1 Biodiversity surveys  If you want to submit any biodiversity surveys to support this form Environmental Protection Authority's (EPA) Instructions for the pthe Index of Biodiversity Surveys for Assessments (IBSA). If you requirements, DWER/DMIRS (as applicable) may decline/return  Please provide the IBSA number(s) – or submission number(s) it been issued – in the space provided. Note that a submission numbiodiversity survey has been accepted and is not the same as an are only issued once a survey has been accepted. Once an IBSA notify DWER / DMIRS (as applicable). Please note DWER / DMI assessment timeframes for your form until you provide the IBSA	reparation of do not meet your form. If the IBSA number is not con IBSA number A number is is RS will suspe	the IBSA  Imber has not yet onfirmation that a er. IBSA numbers ssued, please
Have you submitted all the biodiversity surveys that support this form to the IBSA portal, via <a href="mailto:ibsasubmissions.dwer.wa.gov.au">ibsasubmissions.dwer.wa.gov.au</a> ?		es ot applicable
Provide an IBSA number (preferred) or a submission number(s		
7.2 Marine surveys  If you want to submit any marine surveys to support this form, you instructions for the preparation of data packages for the Index of Assessments (IMSA). If you do not meet the IMSA requirements your form. For more information on IMSA, refer to <a href="DWER's webs">DWER's webs</a>	<i>Marine Surv</i> , DWER may	reys for
Have you prepared all the marine surveys that support this form in accordance with the EPA's Instructions for the preparation of data packages for the Index of Marine Surveys for Assessments?		□ Yes

### Part 8 – Assessment Bilateral Agreement

The native vegetation clearing processes under Part V of the EP Act have been accredited by the Commonwealth of Australia under the EPBC Act and so can be assessed under an assessment bilateral agreement.

To be assessed this way, the proposed clearing action must have been referred to the Commonwealth under the EPBC Act and deemed a 'controlled action' before you submit this form.

For further information, see <u>DWER's website guidance on the assessment bilateral</u> <u>agreementhttps://www.der.wa.gov.au/our-work/clearing-permits/189-assessment-bilateral-agreement.</u>

Is your proposed clearing a cont	□ Yes	⊠ No – skip to Part 9	
If 'Yes' – complete the following:			
Please make sure you have entered all the mandatory details in the <u>Annex C7 form</u>	d		
List the controlling provisions identified in the notification of the controlled action decision			
Part 9 – Other approvals			
Which department are you subm			
If the clearing is for mineral and authorised under the <i>Mining Act</i> Petroleum Acts, and/or a State A 'Department of Mines, Industry F	Regulation  Departm	nent of Water and	
For all other clearing activities, s Water and Environmental Regul	Environmental Regulation		

### 9.1 Environmental impact assessment (Part IV of the EP Act)

Clearing may be referred to the EPA if it is considered to be part of a 'significant proposal', as defined by s.37B(1) of the EP Act, or will likely to be part of a larger development. An example is when the clearing is for a road to a future mine.

Section 37B(1) of the EP Act defines a 'significant proposal' as 'a proposal likely, if implemented, to have a significant effect on the environment'. If a decision-making authority (e.g. DWER or DMIRS) considers the proposal in this form is likely to constitute a 'significant proposal', under s.38(5) of the EP Act they must refer the proposal to the EPA or for assessment under Part IV, if such a referral has not already been made.

Has the proposed clearing or any						
related matter been referred to	Enter details:					
the EPA?	⊠ No – complete que	estion below.				
If 'No' – do you intend to refer the proposal to the		er (proposal is a 'significant proposal') er (proposal will require a s.45C amendment to the				
EPA?	current Ministerial Sta  ☐ No – a current vali	tement) d Ministerial Statement applies				
	Enter Ministerial Stat					
	<ul><li>✓ No – not a signification</li></ul>	ant proposal				
9.2 Other approval	s – pre-application s	scoping (DWER forms only)				
Have you had any pre-application/						
pre-referral/ scoping meetings with DWER about	Enter details: Telephone conversation with Josephine Heffernan 24/01/23. No need for Land ownership letter.					
any planned applications?	□ No					
9.3 Other approval the EP Act)	9.3 Other approvals – works approval, licence or registration (Part V Division 3 of the EP Act)					
Have you applied or do you intend to apply for a works approval, licence, registration						
or an amendment to under Part V Division Environmental Prote	any of the above, n 3 of the EP Act or ction Regulations	Application reference:				
•	rform any action that	□ No – a valid works approval or licence applies				
would cause a premi prescribed premises Schedule 1 of the EF that action is done in	of a type listed in Regulations, unless	Works approval or licence number:				
works approval, licer	nce, or registration.	□ No – a valid registration applies				
For further guidance Procedure: Prescribe approvals and licence Industry Regulation	ed premises works es and <u>Guideline:</u>	Registration number:				
		No − not required				

### 9.4 Water licences and permits (Rights in Water and Irrigation Act 1914)

Have you applied or do you intend to apply for:  • a licence or amendment to a licence to	<ul><li>☐ Yes</li><li>☐ No – a current valid licence or permit applies</li></ul>				
take water (surface water or groundwater)	Licence or				
<ul> <li>a licence or amendment to a licence to construct wells (including bores and soaks), or</li> </ul>	permit number:  □ No – an exemption applies				
<ul> <li>a permit or amendment to a permit to interfere with the bed and banks of a watercourse?</li> </ul>	Enter details:				
For further guidance on water licences and permits under the <i>Rights in Water and Irrigation Act 1914</i> , see DWER's <u>Procedure:</u> <u>Water licences and permits</u> .	Not applicable     ■ Not applicable				
Part 10 – Prescribed fee					

### 10.1 Referral or application?

There are no prescribed fees for referrals.	□ Referral – skip to Part 11
Is this form a referral of proposed clearing or an application for a new permit?	

### 10.2 Calculating the application fees

You must pay the prescribed fee at the time you submit the application form.

Please calculate the prescribed fee using the online <u>clearing permit fee calculator tool</u>.

For further guidance, see DWER's online clearing fees frequently asked questions.

Calculated fee:	\$400
Calculated fee:	\$400

### 10.3 Payment method

Fees are payable to:

- DWER for all clearing purposes other than mineral and petroleum activities
   OR
- **DMIRS** for mineral and petroleum clearing activities under the *Mining Act 1978*, various Petroleum Acts, or State Agreement Acts.

Please indicate how you would like to pay your application fee. Select one option only.

**DWER** will only accept fees paid via either:

- DWER's BPoint system (go to <u>www.dwer.wa.gov.au/make-a-</u> payment)
- secure EFT payment, or
- cheque/money order.

**DMIRS** will only accept fees paid via secure credit card payment at the <u>DMIRS</u> online payment and application lodgement portal.

Do not send cash in the mail.

See www.dwer.wa.gov.au/make-a-payment.

Receipt number	30650443045
Date of payment	25/01/23

☐ (**DWER**) Secure EFT payment

See <u>www.dwer.wa.gov.au/make-a-payment</u> for payment details.

State the name of the intended permit holder clearly in the EFT payment subject.

□ (**DWER**) Cheque/money order

Please make cheques or money orders payable to the **Department of Water and Environmental Regulation**.

☐ (DMIRS) Secure credit card payment online at the DMIRS online payment and application lodgement portal.

**Please note:** All DMIRS applications will be paid online and submitted simultaneously. Please save this application form, along with any supporting documents, and have them ready for the submission portal. Use the link above to pay for and submit your application.

A receipt will be issued upon submission only. Please ensure this receipt is saved for your records.

For further information on fees, go to the <u>clearing permit fees frequently asked questions page</u> on DWER's website.

### Part 11 - Form checklist

Please ensure you have included the following as part of your form. You may also attach additional information to support the assessment of your proposal; for example, reports on salinity, fauna or flora studies or other environmental reports for the site. You should submit these in electronic format on a suitable portable digital storage device.

### Required

Proof of	land	ownership	(see	attac	hment	red	uireme	nts	in	Part	4)	
1 1001 01	IUIIU	OWITCH SHIP		allac		100				ult	T/.	

- An aerial photograph and/or map with a north arrow that clearly shows the areas of vegetation for proposed clearing or an ESRI shapefile (see Part 5).
- ☑ If this form is a permit application, payment of the prescribed fee (see Part 10).

As required
$\ \ \Box$ Copy of written authority to act on behalf of landowner (see Part 4).
$\hfill\Box$ Evidence of the pending transfer of land ownership, such as the offer and acceptance, or written notice from the current landowner.
☐ If you want the form to be assessed under the assessment bilateral agreement, include all details the <u>Annex C7 form</u> asks for, such as 'Proposed clearing action and impact assessment details' and 'Consultation' information.
☐ If the form includes a proposal for clearing offsets, include Appendix A of the <u>Clearing</u> of native vegetation offsets procedure guideline.
☐ IBSA number.
Additional supporting information
☐ Photos of the area.
☐ Biodiversity or marine surveys that follow the EPA's <u>Instructions for the preparation of IBSA data packages</u> or <u>Instructions for the preparation of IMSA data packages</u> (as applicable).
☐ Any other additional supporting information.

### Part 12 – Request for exemption from publication

The information you submit as part of this form will be made publicly available. If you wish to submit commercially or otherwise sensitive or confidential information, please identify the information in this section, and include a written statement of the reasons why you request each item of information be kept confidential.

DWER and DMIRS will take reasonable steps under Part 3 of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (the Clearing Regulations) to protect confidential material and/or otherwise sensitive information (such as information listed under regulation 13 of the Clearing Regulations).

However, please note that DWER and DMIRS cannot commit to redacting all personal information from all supporting documents. We advise you to remove all personal information, including signatures, from any supporting documents before you submit them to us. Please note that all the information you submit may become the subject of an application for release under the *Freedom of Information Act 1992* (WA) (FOI Act).

You must identify all information in this form or attached supporting documents that you propose to be exempt from public disclosure in the table below. You must then attach a separate redacted version of this form and its supporting documents. This is in addition to the unredacted version(s) you submit to DWER/DMIRS (as applicable) for assessment. You must specify the grounds for claiming an exemption in accordance with Part 3 of the Clearing Regulations.

Is any information in	□ Yes				
this form or in any attached supporting documents confidential or commercially sensitive?	Specify what part of this form or relevant attachment				
	Specify grounds for claiming exemption from publication				
	⊠ No				
Attach file(s) with the relevant	☐ File name:				
confidential	☐ File name:				
information redacted	☐ File name:				

### Part 13 – Declaration

#### General

I / We declare and acknowledge that:

- the information I / we have provided in this form is true and correct
- I / we have legal authority to sign on behalf of the applicant (where authorisation provided)
- I / we have been authorised to make this form by the owner of the land (as applicable)
- I / we have not altered the requirements and instructions set out in this form
- I / we have provided a valid email address in Part 2 for receipt of correspondence via email from DWER or DMIRS (as applicable) in relation to this form
- successful delivery to my / our server constitutes receipt of correspondence and service
  of any statutory notices or instruments, and
- giving or causing to be given information that to my knowledge is false or misleading is an offence under s.112 of the EP Act and may incur a penalty of up to \$100,000.

#### **Publication**

I / We declare and/or acknowledge that:

- this form (including all attachments) will be a public document and may be published, except for personal information including personal signatures, email and home addresses and any documents verifying my / our identity
- the marine surveys provided in accordance with Part 7 will be published and used for the purposes of the IMSA project, in accordance with your declaration made in the Metadata and Licensing Statement
- all necessary consents for the publication of information have been obtained from the relevant third parties
- the specification of the information identified in Part 12 constitutes a written request under regulation 11(2) of the Clearing Regulations not to publish that information due to its confidential or otherwise sensitive nature
- subsequent information provided to DWER or DMIRS (as applicable) in relation to this
  form will be a public document and will be published under regulation 8A of the Clearing
  Regulations, unless accompanied by a further written request under regulation 11(2) by
  the referrer or applicant that that information be treated as confidential
- in accordance with the requirements of regulations 11, 12 and 13 of the Clearing Regulations, DWER or DMIRS (as applicable) must refrain from publishing bank account details or confidential material (as defined under regulation 11(1) of the Clearing Regulations)
- DWER or DMIRS (as applicable) may refrain from publishing:
  - o certain otherwise sensitive information identified in Part 12, if satisfied it is desirable to not publish due to the confidential nature of the information
  - o personal information or certain otherwise sensitive information listed under regulation 13 of the Clearing Regulations.

Are you signing as an individual or a company?			☐ An individual	
Note: A person expressly authorised or authorised to execute on behalf of a body corporate must sign this form.				
benan of a body corporate must sign this form.		□ Oth	☐ Other entity formed at law	
	e information provided is correct.			
Signature	$\wedge$			
Name	Matthew Moore			
Date declaration signed	25/01/23			
Position (if applicable)	Acting Coordinator Natural Area Management			
Company or organisation (if applicable)	City of Bayswater	ACN:	609 550 610	
Note that all persons who will be listed on any clearing permit granted for this application as holders of the permit must sign the application form. If more than one signature is required, attach all signatures together in a separate attachment.				
Part 14 – Submission				
14.1 Method of submission	on		_	

Confirm how you will submit your form (mark one option only).  To submit to DWER:	☐ A signed, electronic copy of the form, including all attachments, has been submitted via the applicable email address specified below (if submitting form to DWER).
Files larger than 50MB cannot be received via email. You can email DWER to make other arrangements for electronic transfer.	☐ A signed, electronic copy of the form has been submitted via the applicable email address specified below, and attachments have been submitted via File Transfer, or electronically by other means as arranged with the relevant department (if submitting form to DWER).
To submit to DMIRS: The DMIRS online portal can accept 1024MB for each	☐ A full, signed hard copy has been sent to the applicable postal address specified below (if submitting form to DWER).
attachment. Files larger than 45MB cannot be received via email. You can email DMIRS to make other arrangements for electronic transfer.	☐ A signed electronic copy of the form, fee payment, and any supporting documentation has been saved and uploaded to the DMIRS online payment and application lodgement portal (if submitting form to DMIRS).

### 14.2 Submission details

- Please retain a copy of this form for your records.
- We will decline or return incomplete forms that do not meet the requirements for a valid referral or permit application (as applicable).
- If you do not have enough space on any part of this form, please continue on a separate sheet of paper and attach it to this form.

## Department of Water and Environmental Regulation

Forms for all clearing purposes (other than mining and petroleum activities) may be submitted via:

Email: info@dwer.wa.gov.au or

Post:

Department of Water and Environmental Regulation Locked Bag 10 Joondalup DC WA 6919

If you have any questions about lodging your form, please contact DWER via:

Email: info@dwer.wa.gov.au

Phone: (08) 6364 7000

For more information: www.dwer.wa.gov.au

# Department of Mines, Industry Regulation and Safety

Forms related to mining and petroleum clearing activities (under delegation) can be lodged online via the <u>DMIRS online payment and application lodgement portal</u>.

If you have any questions about lodging your form, please contact DMIRS via:

Email: nvab@dmirs.wa.gov.au

**Phone:** (08) 9222 3535

For more information: www.dmirs.wa.gov.au