

Application to transfer all or part of an Environmental Authority

2024/25 Financial Year

Environmental Protection Act 1994

This form is used to apply to transfer all or part of an environmental authority.

Only use this form if you want to:

- Transfer the entire environmental authority to a new holder or holders (e.g. through the sale of a business)
- Transfer part of the environmental authority to a new holder or holders (e.g. transfer the responsibility for a particular environmentally relevant activity (ERA) contained within the environmental authority). This may also include adding a new joint holder to the environmental authority
- Remove a joint holder from the environmental authority

NOTE: Only the holder of an environmental authority can apply to transfer the environmental authority.

Guide on how to fill out this form

The environmental authority number will be found on the existing environmental authority certificate

Section 1: Applicant details

Environmental authority number: ES/

Environmental authority holder/s' names:

Trading name:

ABN/ACN:

Registered business address:

Postal address:

Contact person's name:

PRIVACY COLLECTION NOTICE: Council is collecting your personal information to be able to provide services and information in accordance with the *Environmental Protection Act 1994*. It may be used to update records, contact you about Council business, including by mail, email or SMS and can only be accessed by Councillors, Employees and Authorised Contractors. To unsubscribe or opt out of electronic correspondence, please email your request to council@logan.qld.gov.au. All information is handled in accordance with Council's Privacy Policy and Procedure Visit: <https://www.logan.qld.gov.au/information-and-privacy/privacy>.

Phone number:

Mobile number:

Email address:

IMPORTANT: By providing your email you are agreeing to receive all correspondence electronically including licensing renewal information, letters, inspection reports, legal notices and other licensing related information.

If the transfer application involves both the transfer of the environmental authority to a new holder as well as the removal of an existing holder, applicants must complete all questions in this application form

Section 2: Type of Transfer Required

Please tick where applicable

- The environmental authority is to be transferred in full to a new holder. Once the transfer is complete, the existing holders will no longer be holders of the environmental authority. **Go to section 3**
- A new joint holder is to be added to the environmental authority. The existing holder will become a joint holder for all ERAs contained within the environmental authority. **Go to section 3**
- Only a part of the environmental authority is to be transferred. For example, if multiple prescribed ERAs are on an environmental authority and one of the ERAs is to be transferred to a new holder. **Go to section 3**
- The environmental authority has joint holders and this application is only to remove one or more of the current joint holders. No new holders are proposed to be added. **Go to section 7**

These are the details of the proposed new holder who will be added to the environmental authority

Section 3: Details of New Holder (the 'transferee')

Individual or company name:

Individual's full name or company name – business name or trust not accepted as applicant

If applying as a company, attach current company extract from the Australian Securities & Investment Commission (ASIC)

Trading Name:

ABN/ACN:

Registered business address:

Postal address:

Contact person's name:

Phone number:

Mobile number:

Email address:

IMPORTANT: By providing your email you are agreeing to receive all correspondence electronically including licensing renewal information, letters, inspection reports, legal notices and other licensing related information.

An environmental authority cannot be issued unless you are registered as a suitable operator with Department of Environment & Science (DES). If you are not registered lodge an application with DES

Section 4: Registered Suitable Operator

For the new holder (the transferee) in section 3, please tick the box that applies and provide any further requested detail.

- I am a registered suitable operator. Registration no:
- I have lodged an application to be registered with DES and am waiting for it to be decided.
- I am not a registered suitable operator and I have not lodged an application to be registered.

You can apply to be registered as a suitable operator online through www.des.qld.gov.au/onlineservices, alternatively email palm@des.qld.gov.au, or phone 1300 130 372 and request form *ESR/2015/1771*.

Provide details of which components of the environmental authority will continue to be held by the current holders of the environmental authority and which components will be held by the proposed transferee/s. e.g. If multiple ERAs are held and only some are being transferred

Section 5: Is this application for a partial transfer of the environmental authority?

- No → The environmental authority is being transferred in full to the transferee in section 3. **Go to section 7**
- Yes → Describe the transfer:

Provide supporting information. If more space is required, attach additional information as a separate page.

Section 6: Will the proposed transferee operate the environmental authority as part of an existing environmental authority?

No → **Go to section 7**

Yes → Provide the existing environmental authority number held by the transferee below. Attach supporting information that demonstrates the activities approved under the existing environmental authority and the transferred environmental authority can be operated as a single operation.

Existing environmental authority number:

Supporting information

<input type="checkbox"/>	Evidence that the activities will be carried out under the day-to-day management of a single responsible individual e.g. a site manager or operations manager.
<input type="checkbox"/>	Evidence that the activities are operationally interrelated.
<input type="checkbox"/>	If the activities are, or will be, carried out at more than one (1) place, provide evidence that the places are separated by distances short enough to make the day-to-day management of the activities feasible.

If this transfer application is being made to remove any joint holders from the environmental authority, list the details.

Section 7: List any current holder(s) to be removed from the environmental authority

Individual or business name (include Trading Name if relevant)	ABN/ACN

Section 8 - Declaration by New Holders/Transferees

As the applicant, apply for transfer all or part of an environmental authority.

I am aware that it is an offence to knowingly provide false and misleading information and declare:

Certification	Applicant
I am applying to become the holder or a joint holder of the environmental authority.	<input type="checkbox"/> YES <input type="checkbox"/> NO

I am able to comply with the conditions of approval in the environmental authority.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I am authorised to sign on behalf of the person (meaning a corporation or individual/s) and commit this person (meaning a corporation or individual/s) in all respects.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that if this application is approved, and I am not the landowner of the land the subject of the environmental authority, I am required to notify the landowners concerned within 10 business days of receiving the transferred environmental authority.	<input type="checkbox"/> YES <input type="checkbox"/> NO
The information supplied is correct to the best of my knowledge or that I could reasonably obtain.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that it is an offence under section 480 of the <i>Environmental Protection Act 1994</i> to give to the administering authority or an authorised person a document containing information that I know is false, misleading or incomplete.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I am aware that I must comply with all obligations under the <i>Environmental Protection Act 1994</i> and its subordinate regulation.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that failure to provide sufficient information may result in the application being refused.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the <i>Right to Information Act 2009</i> and the <i>Evidence Act 1977</i> .	<input type="checkbox"/> YES <input type="checkbox"/> NO

Transferee 1	Transferee 2
Name/s in full <input type="text"/>	Name/s in full <input type="text"/>
Applicant signature <input type="text"/>	Applicant signature <input type="text"/>
Date <input type="text"/>	Date <input type="text"/>
Position <input type="text"/>	Position <input type="text"/>

Section 9 - Declaration by Current Environmental Authority Holders

As the current environmental authority holder, I apply for transfer of all or part of an environmental authority.

I am aware that it is an offence to knowingly provide false or misleading information and declare:

Certification	Applicant
I am the holder of the environmental authority, or authorised signatory for the holder of the environmental authority.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that failure to provide sufficient information may result in the application being refused.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I am authorised to sign on behalf of the person (meaning a corporation or individual/s) and commit this person (meaning a corporation or individual/s) in all respects.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that an incomplete application (including applications that do not include the fee if applicable) may be invalid. Invalid applications will be returned without processing and will only be processed if resubmitted with all invalidating issues addressed.	<input type="checkbox"/> YES <input type="checkbox"/> NO
That the information supplied is correct to the best of my knowledge or that I could reasonably obtain.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that it is an offence under section 480 of the <i>Environmental Protection Act 1994</i> to give to the administering authority or an authorised person a document containing information that I know is false, misleading or incomplete.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I am aware that I must comply with all obligations under the <i>Environmental Protection Act 1994</i> and its subordinate regulation.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that failure to provide sufficient information may result in the application being refused.	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the <i>Right to Information Act 2009</i> and the <i>Evidence Act 1977</i> .	<input type="checkbox"/> YES <input type="checkbox"/> NO




Current ERA holder 1		Current ERA holder 2	
Name/s in full	<input type="text"/>	Name/s in full	<input type="text"/>
Applicant signature	<input type="text"/>	Applicant signature	<input type="text"/>
Date	<input type="text"/>	Date	<input type="text"/>
Position	<input type="text"/>	Position	<input type="text"/>
Current ERA holder 3		Current ERA holder 4	
Name/s in full	<input type="text"/>	Name/s in full	<input type="text"/>
Applicant signature	<input type="text"/>	Applicant signature	<input type="text"/>
Date	<input type="text"/>	Date	<input type="text"/>
Position	<input type="text"/>	Position	<input type="text"/>

Section 10 - Fees (not subject to GST)

The application cannot be processed unless the correct fees are paid in full

Application type	Fee
Transfer all or part of an environmental authority	\$299.00

PAYMENT OPTIONS

	Paying by mail	Make your cheque or money order payable to Logan City Council. Complete the application form and return it to Council.
	Paying by phone	Call us on 07 3412 3412 to pay with Mastercard or Visa. Ensure you return the signed application form to Council. From A merchant surcharge fee of 0.34% will apply.
	Pay online	We will send through a notice of account once the application is lodged for you to pay. Please note that your application will not be processed until full payment has been received. A merchant surcharge fee of 0.34% will apply.
	Paying in person	Cash, cheque, money order, EFTPOS, Mastercard or Visa. Ensure you also return the signed application form to Council.
	Customer service centre locations	Council Administration Centre 150 Wembley Road, Logan Central Beenleigh - 105 George Street, Beenleigh Jimboomba - 18-22 Honora Street, Jimboomba