

## Notification of intention to clear under the Managing encroachment accepted development vegetation clearing code

*Vegetation Management Act 1999*

This form, or the online notification form, must be completed to notify of your intention to clear under the *Managing encroachment accepted development vegetation clearing code*.

It is recommended that you read the code and obtain a property report for the lot, before completing this form.

A report and a copy of the code can be obtained through the department's website or by visiting any of our business services centres. For information on vegetation property report please call 135 VEG or 135 834.

To complete this form you will need:

- location of the area to be cleared
- area intended to be cleared in hectares
- regional ecosystems in the area to be cleared.

### 1. What is the lot on plan number of the area to be cleared?

For example, Lot: 1 on Plan: RP123456

Note: A new notification form must be completed for each activity on each lot on plan

Lot:

Plan:

### 2. What is the tenure of this property?

Freehold

Leasehold

Other - please list tenure:

### 3. Are you the landholder?

Yes (Go to **question 6**)

No (Go to **question 4**)

### 4. Are you authorised to notify on the landholder's behalf?

Yes

No - You are not able to notify on the landholder's behalf if you do not have their authorisation.

### 5. Are you a DNRME officer?

Yes - (Please answer **questions 6 and 7**)

No - (Please answer **questions 6 through to 9**)

Name:

Office:

6. Landholder details		
First name:	Middle name:	Surname:
Company name:		
Main phone:	Other phone:	
Email:		
Address line 1:		
Address line 2:		
Town/Suburb:	State:	Postcode:

7. Is the landholder's postal address the same as their home address?		
<input type="checkbox"/> Yes	<input type="checkbox"/> No - If no, please complete the home address details below	
Address line 1:		
Address line 2:		
Town/Suburb:	State:	Postcode:

**LANDHOLDERS PROCEED TO QUESTION 10 NOTIFIERS COMPLETE QUESTIONS 8 AND 9**

8. Notifier details		
First name:	Middle name:	Surname:
Company name:		
Main phone:	Other phone:	
Email:		
Address line 1:		
Address line 2:		
Town/Suburb:	State:	Postcode:

9. Is the notifier's postal address the same as their home address?		
<input type="checkbox"/> Yes	<input type="checkbox"/> No - If no, please complete the home address details below	
Address line 1:		
Address line 2:		
Town/Suburb:	State:	Postcode:

10. Can you demonstrate encroachment has occurred on the property?	
<input type="checkbox"/> Yes – Please retain evidence of encroachment for your records. These records should be made available to the Department of Natural Resources, Mines and Energy upon request.	<input type="checkbox"/> No – Before you can continue this notification you must demonstrate that encroachment has occurred.

11. Vegetation category		
Multiple vegetation categories may be selected.		
<input type="checkbox"/> Category B	<input type="checkbox"/> Category C	<input type="checkbox"/> Category R

## 12. Self-audit

If this is the first notification for encroachment on this lot on plan go to **question 13**.

Have you undertaken a self-audit of the clearing undertaken previously, and was the clearing consistent with the code requirements?

Yes – You are required to keep records of your clearing activities and make them available to the Department of Natural Resources, Mines and Energy upon request.

No – You cannot continue until you have undertaken a self-audit. If you need assistance, please contact us.

## 13. Regional ecosystems in which clearing will occur

At least one regional ecosystem **must** be listed for each category of vegetation selected in **Question 11**.

**Category B**

**Category C**

**Category R**

## 14. Notification area

There are restrictions on the maximum area which can be cleared under this code. This will depend on the category or categories of vegetation selected. Please ensure you have read the code and understand these limitations.

**How large is the area to be cleared?**

**Area in hectares**

**What is the location of the area to be cleared?**

Please attach information on the area that is to be cleared, by **clearly marking** on a map or aerial photograph the area to be cleared.

A vegetation property report (including maps of your property) can be accessed through the website or by visiting any of our business services centres. For information on vegetation property report please call 135 VEG or 135 834.

## 15. Acknowledgements

### Forestry acknowledgements

- Before clearing vegetation on the property, you should contact the [Department of Agriculture and Fisheries](#) on 13 25 23 if:
- there is a profit a prendre registered on title and associated forest consent agreement regarding native forest timber; or
  - the property contains a forest entitlement area on which the State owns the commercial timber rights; or
  - the tenure of the property is not freehold as the State may have commercial timber rights.

### Record keeping acknowledgements

- I acknowledge that I have kept the following items for record keeping purposes as part of this notification:
- evidence of the landholder's consent, where relevant
  - pre-clearing photographs noting the date and associated GPS coordinates
  - historical imagery and recent imagery used to demonstrate encroachment
  - name of the invading native wood species causing the encroachment issue
  - for chemical clearing methods, the herbicide used and details on how and where it was applied
  - contractor details (name, address, phone and email contact details), where relevant
  - instructions to contractors (detailing location, date, time and species), where relevant
  - self-audit results where relevant.

## 16. Declaration

- In submitting this notification, I acknowledge that:
- the information I am supplying is true and correct
  - I have read, understood and will comply with the requirements of the accepted development vegetation clearing code for the activity being notified
  - I am the landholder of the lot to which this notification applies or, where required, I have the consent of the freehold owner or lessee under the *Land Act 1994* to make this notification
  - the information I have provided will be used only in accordance with the Department of Natural Resources, Mines and Energy information privacy statement available at: [www.qld.gov.au/legal/privacy/](http://www.qld.gov.au/legal/privacy/)

**Landholder signature:**

**Notifier signature:**

**Date:**

**Date:**

Privacy statement: The information being collected in this form will be used by this department for process your notification for vegetation management activities under the authority of the *Vegetation Management Act 1999*. Your personal details will be accessed only by authorised officers within this department and will not be disclosed to any other third party without your consent except where required by law. The information collected will be retained as required by the *Public Records Act 2002* and may be stored in a departmental database.

### Office use only

Name:

Position:

Date received

Signature

Date: