Department of Natural Resources & Environment Tasmania
BIOSECURITY TASMANIA

Tasmanian Government

Form F

NRE Tas Application Form

REQUEST TO AMEND A PROPERTY IDENTIFICATION CODE **(PIC)** (OTHER PRIMARY PRODUCE)

Amend PIC: ☐ Add/Remove Property ☐ Consolidate PIC ☐ Deconsolidate PIC
(Tick as required)

Amend Party: ☐ Add New Party ☐ Remove Existing Party
(Tick as required)

Amend Enterprises: ☐ Horses ☐ Alpaca/Llama ☐ Poultry ☐ Deer
(Tick as required)

☐ Plants ☐ Aquaculture ☐ Others – please list……..

Instruction for applicants:
To amend details of a Property Identification Code (PIC), please follow the specific instructions based on your request type:

1. To Add or Remove one or more properties under a PIC: Complete **Sections: A, C, F and G**.
2. To Consolidate multiple PICs under a single PIC: Complete **Sections: A, D, F and G.**
3. To Deconsolidate a PIC into multiple PICs: Complete **Sections: A, E, F and G**.
4. To Add or Remove a Party registered under a PIC: Complete **Sections: A, B, F and G**.
5. To Add or Remove an enterprise linked to a PIC: Complete **Sections: A, F and G**.

SECTION A – Applicant Details

Mandatory Section

Full Name: *(Include middle names)*		
Trading Name:		
Postal Address:		
Town:		**Postcode:**
Phone:		
Mobile:		
Email Address:		
Capacity of applicant*: (*tick*)	☐Owner ☐Manager ☐Lessee ☐Sharefarmer ☐Other *(please specify)* ……..	

*NOTE: If applying for an amendment and you are not the property owner or person authorised to be in-charge of the property, you must attach evidence to this application to prove that you are permitted to run livestock on the property in any other capacity.

SECTION B – Add or Remove Party on a PIC

For applicants requesting to add or remove a party under a PIC must complete this section. Enter the details of the person being added or removed.

Party Details								
PIC:	**M**							

Name(s): ***Including middle name(s)***			
Postal Address:			
Town:		**Postcode:**	
Email Address:			
Phone - Landline:			
Mobile:			

SECTION C: Add or Remove Properties Registered Under a PIC

For applicants requesting to add or remove properties under a PIC must complete this section.
Note: this is not for PIC consolidation.

Property Identification Code (PIC) of Main Property							
M							

Main Farm Address Include Property Name, if any		
Property ID Number of Main Property Refer to council rates notice		
Property ID Numbers of associated blocks:	**Council Property Number** (7 Digit number) PID	**Property Address**
Adding or removing associated blocks under this PIC?	☐ **Yes** ☐ **No**	
If Yes/No, List the Property ID to be added/removed from main PIC	**Council Property Number (7 Digit number) PID**	**Property Address**

SECTION D: PIC Consolidation

For applicants requesting to consolidate multiple PICs registered to different properties into a single PIC

Property Identification Code of Main Property							
M							
CURRENT Farm Address:							
PID of Main Property		☐ Resident on Property; **or** ☐ Non-Resident on Property					

Please provide a list of the properties you are requesting to consolidate under the main PIC.

Property Details										
Council Property Number (7 Digit number) PID	**Property Address**	**PIC of Property (if known)** *These will be deactivated when consolidated with main PIC.*								
		M								
		M								
		M								
		M								
		M								
		M								
		M								
		M								

SECTION E: PIC Deconsolidation

For applicants requesting to de-consolidate a single PICs with multiple properties into a multiple PICs.

Property Identification Code of Main Property							
M							
Current Farm Address:							
PID of Main Property		☐ Resident on Property; **or** ☐ Non-Resident on Property					

APPLICATION FOR PIC AMENDMENT (OTHER PRIMARY PRODUCE)

List all properties on the main PIC and tick yes or no for the property ID number you want to de-consolidate from the main PIC

Property Details			
Council Property Number (7 Digit number) PID	**Property Address**	**Assign new PIC? Yes or No.**	
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No

SECTION F – Property Enterprise Details

For applicants requesting to add/remove one or more enterprises linked to their PIC.

Property Identification Code of Main Property							
M							

Type and Number of Animals on PIC at the date of application

Please fill in the appropriate box(es) by supplying the number of animals on your property.

Horses				**Poultry**		**Alpacas**	**Deer**
Paddock	Show/ Endurance	Racing Standard	Racing Thoroughbred	Breeder	Egg Producer		

Other								
Type								
Number								

SECTION G – APPLICANT DECLARATION

MUST be completed by all applicants

DECLARATION BY PERSON IN CHARGE OF PIC

I, ……, being the person in charge of the premises identified by the Property Identification Code (PIC) Property Identification Number/s above hereby apply for an amendment to the PIC record.

Signed: …… Date: ……

To Lodge: From 1 July 2026, all PIC applications must be returned to a Service Tasmania centre. You can either complete the form at a centre, or print the application, complete at home, then submit it to a Service Tasmania centre that is near you.

Alternatively, go to https://pras.biosecurity.tas.gov.au and register online.

Service Tasmania – Use

Contact us: Email: nlis.tas@nre.tas.gov.au

Primary Produce Traceability Program
Department of Natural Resources and Environment Tasmania
GPO Box 44
HOBART TAS 7001

Ph: 03 61653777

Privacy Statement

1. Purpose of Collection

The information being collected in this application is primarily collected for the purposes of assessing the applicant's eligibility to obtain a Property Identification Code (PIC) for their premises. The information may also be used to track the movement of primary produce on this premises by inclusion in the Tasmanian Agricultural Property Database.

Information is also collected on other primary industries and enterprises to facilitate targeted identification and contact on issues of relevance.

2. Disclosure of Personal Information

Your personal information may also be provided to third parties where required by law and your basic personal information may be disclosed to another public sector body if it is necessary to do so for its efficient storage or use.

3. Result of Failure to Provide Personal information

If you do not provide any personal information requested in this application form your application may not be processed.

4. Accessing Personal information

A person may request access to personal information collected by the Department of Natural Resources and Environment Tasmania and will be charged a fee for this service.