



Permit for Non-Commercial Taxidermy

for an individual

FACT SHEET AND APPLICATION FORM

To undertake taxidermy for non-commercial purposes, a permit is required. Please read this fact sheet before completing and submitting your application.

What does this permit authorise?

A Permit for Non-commercial Taxidermy (PNT) is issued under Regulation 48 of the *Nature Conservation (Wildlife) Regulations 2021*, pursuant to Regulation 96 and is required for all products of wildlife.

This Permit authorises the holder to receive and possess unprocessed products of *partly protected* or *protected* wildlife for the purpose of taxidermy for a non-commercial purpose.

Products must be legally sourced or obtained from a person who is lawfully authorised to deliver such products of wildlife. This permit does not authorise any associated buying or selling of products of wildlife.

A holder of a current Commercial Taxidermy Licence does not require additional licences to carry out taxidermy for non-commercial use.

This Permit does not authorise the take of wildlife

Definitions:

Product of wildlife: the dead bodies, and parts of the dead bodies, of that form of wildlife; and any material or thing obtained from the bodies or dead bodies of that form of wildlife.

Taxidermy: preparing and mounting parts, or complete specimens, of products of wildlife for the purpose of preserving those parts or specimens of products of wildlife in lifelike form; or restoring already preserved parts of specimens that are products of wildlife.

Unprocessed: a product of wildlife that has not been taxidermied.

or products of wildlife which includes the killing of wildlife to acquire products of wildlife or the carrying out of any operation for the purpose of obtaining a product of wildlife.

Criteria for taxidermy

Approval to possess products of wildlife for the purpose of taxidermy will only be issued in the following circumstances;

- where the product has been lawfully obtained; and
- the product is possessed for the sole purpose of taxidermy; and
- the product has been found naturally dead and did not die from human intervention.

Who can apply?

Any person wishing to taxidermy unprocessed products of wildlife for a non-commercial purpose.

Institutions wishing to taxidermy unprocessed products of wildlife 'in house' should use the [Application Permit for Non-Commercial Taxidermy for a body corporate](#).

When can I apply?

For *partly protected* wildlife you can apply in advance of sourcing any products of wildlife and receive them for the purpose of taxidermy.

For *protected* wildlife, you must know who or where you will be sourcing the

product of wildlife from or have already legally sourced the product of wildlife under the authority of a permit or licence and have a current permit to possess before applying for this permit. For example, road killed specimens under a Special Purposes Wildlife Permit authorising the take and possession of products of wildlife.

Successfully taxidermied specimens of *protected* wildlife must be microchipped and require a permit to possess.

How do I apply?

Complete and return the attached application form (not this fact sheet) and if applicable, provide a statutory declaration.

There is not a fee for this type of permit.

When applying to taxidermy *protected* wildlife under this Permit, the applicant must identify the;

- purpose or intended use of the product of wildlife;
- species and description of the product of wildlife;
- how the product will be obtained; and
- address where the product will be held and taxidermied.

Providing a Statutory Declaration

When a Statutory Declaration is provided with this application, the applicant must declare:

- when and where the unprocessed product of

wildlife was found naturally dead; and

- how it was lawfully obtained; and
- permit or licence number details authorising the take and/or possession of the products of wildlife.

A Statutory Declaration must be signed in the presence of a Justice of the Peace or Commissioner for Declarations in order to make the declaration legally binding.

A person who makes a false statement in a Statutory Declaration is guilty of a crime ([Criminal Code Act 1924 s113](#)) and can be fined or given a jail term or both.

For more information, or to obtain a Statutory Declaration document, please visit the Department of Justice website www.justice.tas.gov.au/justice-system/statutory-declarations

Useful information

- Laws can be accessed from

[Home - Tasmanian Legislation Online.](#)

- Information on Taxidermy Permits and Licence can be accessed from

[Wildlife Management - Department of Natural Resources and Environment Tasmania](#)

- Obtaining a Statutory Declaration document from Department of Justice website

www.justice.tas.gov.au/justice-system/statutory-declarations

What will I receive?

Successful applicants will receive a PNT issued in their name.

Unsuccessful applicants will receive an explanation as to why their application was unsuccessful.

What do I have to do?

Comply with all permit conditions. Complete and provide to the Department all return and record keeping requirements.

A new permit will not be granted if return and record keeping requirements for any previous permit have not been received.

Return and Record Requirements

The permit holder is responsible for reading and understanding any return or record keeping requirements specified on the permit they receive.

Return information must be returned to the Department upon expiry of the permit. Further permits will not be granted if take details for previous permits have not been received.

Permit reissue

If you are granted a permit/licence and intend to conduct activities requiring the authority of a permit or licence beyond its expiry, such as the possession of wildlife, it is your responsibility to ensure you submit a complete application within an



appropriate timeframe for processing in order to continue operating lawfully.

Partly protected wildlife

If you wish to continue current activities for *partly protected* wildlife, complete the New Application section within your permit when completing return information upon the expiry of your permit.

Protected wildlife

The attached form must be used for each application to taxidermy *protected* wildlife.

If you currently hold a PNT to taxidermy a specimen of *protected* wildlife but need more time to complete the taxidermy, please use the *Confirmation of Taxidermy* form issued for that specimen to reapply.

Duration of Permit

A PNT for *partly protected* wildlife commences on the 1 December each year and ends on the 30th November of the following year.

A PNT for *protected* wildlife is issued for a 12 month period commencing on the date specified on the permit.

Personal Information

Information on the collection, maintenance, use and disclosure of personal information can be found on our website. [NRE Tas Personal Information Protection Policy | Department of Natural Resources and Environment Tasmania.](#)



Permit for Non-commercial Taxidermy Application

Department of Natural Resources and Environment Tasmania



Return this form to:

Wildlife Services, GPO Box 44, Hobart TAS 7001

Phone (03) 6165 4305, Email Wildlife.Services@nre.tas.gov.au

Application instructions:

All fields marked with an asterisk* are mandatory and require a response, noting you may be prompted to fill out other sections based on your responses. Incomplete applications are unable to be processed by the Department and will be returned to you without further processing. A new complete application will need to be submitted. Please allow at least 20 business days for processing of applications. Where an application fee is required, please refer to [Licence and Permit Fees | Department of Natural Resources and Environment Tasmania \(nre.tas.gov.au\)](#) for payment details. The Secretary may request further information or evidence in relation to this application. If you fail to provide the required information within 10 business days, your application will be refused and you will need to submit a new application. Please contact the Department at the earliest opportunity to discuss the potential for an extension, noting that your request may not be accepted. It is an offence to provide false and misleading information at any stage during the application process.

Please note:

Applications will not be processed if you have any outstanding returns and/or records required from a previous permit or licence which have not been received by the Department.

1. Personal Information

Given names:* _____

Family name:* _____

Residential address:* _____

Post code: _____

Postal address: _____

Post code: _____

Telephone:* _____ Email:* _____

2. Preferred way of receiving permit:*

Post Email

3. Permit Information

Have you been granted a permit before?

Yes Please provide permit number if known: _____ No

4. What schedule of wildlife are you applying to taxidermy?*

Partly Protected wildlife only Please go to the Declarations and important information to read before applying for a permit section of this application form.

Protected wildlife Please complete the Information about the individual products of protected wildlife to be taxidermied section below.*

5. Information about the individual products of protected wildlife to be taxidermied

Species name	
Description of products of wildlife	
Cause of death (if known)	
Date carcass came into applicant's possession	
How carcass came into applicant's possession? You must include the permit or licence numbers authorising the take and/or possession of the product of wildlife	
If not already in applicant's possession, intended source?	
Location where wildlife was taken (if known)	
Is the carcass identifiable in anyway? (tag, microchip, markings)	
Address where unprocessed product will be held prior to taxidermy?	

6. Statutory Declaration

A statutory declaration must be completed and attached to this application form by applicants for *protected wildlife* in the following circumstances. Please see *fact sheet* for more details.

product was found naturally dead **product has been sourced or obtained**

7. Declarations and important information to read before applying for a permit

Please indicate whether you have been convicted of a 'Relevant Offence' within the period of 5 years immediately preceding the day on which this application is made.*

A list of relevant offences determined by the Secretary for the purposes of the definition of relevant offence in Regulation 3(1) of the Nature Conservation (Wildlife) Regulations 2021 can be found at <https://nre.tas.gov.au/relevant-offences>. Alternatively, a copy of what constitutes a relevant offence can be posted to you by using the contact details found elsewhere on this form.

I HAVE been convicted of a Relevant Offence and I have attached written details

I have NOT been convicted of a Relevant Offence

Please note that when making this application, it is an offence to provide information that you know is false or misleading, or to mislead the Department of Natural Resources and Environment Tasmania by omitting relevant information that you know you should provide. If you have any doubts about whether or not you

should provide certain information you should contact the Department of Natural Resources and Environment Tasmania using the contact details elsewhere on this form or seek independent legal advice.

I, the Applicant, declare that:

- the information provided in this application is true and correct; and
- my Statutory Declaration has been signed in accordance with section 14 of the *Oaths Act 2001* and attached to this application form as a supporting document (if applicable); and
- I consent to the collection and use of my personal information in accordance with the Department's Personal Information Protection Policy.

Applicant's Signature:* _____ Date:* __ / __ / 20__