

# Environmental Authority Transfer Application Form



**Privacy Notice:** Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of processing your application. Council is authorised to do this under the *Environmental Protection Act 1994*. Some information may be given to the State Government authority administering the *Environmental Protection Act 1994*. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.

**This form is to be used when applying to transfer an environmental authority. The application must be submitted with the relevant fee and business details.**

**P:** 07 4932 9000 | **E:** [enquiries@rrc.qld.gov.au](mailto:enquiries@rrc.qld.gov.au) | **W:** [www.rrc.qld.gov.au](http://www.rrc.qld.gov.au) | PO Box 1860 Rockhampton QLD 4700 | **ABN:** 59 923 523 766

## Current Environmental Authority Holder Details

EA holder name:  
*(if partnership or company)*

EA holder name:  
*(if individual)*

First

Middle

Last

Trading name:

Environmental authority number:

Location of activity:

Postal address

Preferred contact number:

Email:

## Proposed Environmental Authority Holder Details

Applicant name:  
*(if partnership or company)*

ABN:

Applicant name:  
*(if individual)*

First

Middle

Last

Trading name:

Environmental authority number:

Location of activity:

Postal address

Preferred contact number:

Email:

Preferred delivery method:  Email  Post  Collect – (Rockhampton, Gracemere, Mt Morgan)

*Email is the standard form of delivery. If this is method is unsuitable please select an alternative.*

## Suitable Operator

I am a registered suitable operator: Suitable operator registration number:

I have lodged an application with the Department of Environment and Heritage Protection to be a registered suitable operator and am waiting for it to be decided on

I am not an existing registered suitable operator and I have not yet lodged an application to become a registered suitable operator *(please submit a completed [Application to be a Registered Suitable Operator](#) with this application)*

**OFFICE USE ONLY**

Date:

CSO:

Information checked: Y / N

Amount: \$

Receipt number:

EA number:

**Transfer Details** *(please select relevant options that apply, and describe in detail the proposed transfer requested)*

- |  |   |
|--|---|
| <input type="checkbox"/> Transfer the entire environmental authority to a new person | <input type="checkbox"/> Transfer part of the environmental authority to a new person including adding a new joint holder |
| <input type="checkbox"/> Removing a joint holder from the environmental activity     | <input type="checkbox"/> Other  |

Please provide details of the proposed transfer:

**Principle Applicant Appointment**

We, being joint applicants for this environmental authority, hereby nominate the following principal applicant:

**Name of principal applicant:**

|                              |       |
|------------------------------|-------|
| Name/company:                | ABN:  |
| Signatory name and position: |       |
| Signature:                   | Date: |

|                              |       |
|------------------------------|-------|
| Name/company:                | ABN:  |
| Signatory name and position: |       |
| Signature:                   | Date: |

|                              |       |
|------------------------------|-------|
| Name/company:                | ABN:  |
| Signatory name and position: |       |
| Signature:                   | Date: |

|                              |       |
|------------------------------|-------|
| Name/company:                | ABN:  |
| Signatory name and position: |       |
| Signature:                   | Date: |

## Current Holder Declaration

Where agreed between all holders of the environmental authority that one holder can sign on behalf of the other joint holders, please tick the checkbox below.

I have authority to sign this form on behalf of all the joint holders of the environmental authority.

I submit this form with the relevant supporting documentation as required. I declare that the details are correct to the best of my ability.

Name: Signature: Date:

Signatory name: Signatory position:  
*(if partnership or company)* *(if partnership or company)*

## Proposed Holder Declaration

Where agreed between all holders of the environmental authority that one holder can sign on behalf of the other joint holders, please tick the checkbox below.

I have authority to sign this form on behalf of all the joint holders of the environmental authority.

I submit this form with the relevant supporting documentation as required. I declare that the details are correct to the best of my ability.

Name: Signature: Date:

Signatory name: Signatory position:  
*(if partnership or company)* *(if partnership or company)*

## Supporting Documentation

Please remember to provide the following supporting documentation when submitting this form:

[Application to be a Registered Suitable Operator](#) *(if applicable)*

## Fees and Charges

For a full list of fees and charges please refer to Council's [Fees and Charges Schedule](#).

## Payment Information

**In person** | You can pay at Council's Customer Service Centres: 232 Bolsover Street, Rockhampton; 32 Hall Street, Mount Morgan; 1 Ranger Street, Gracemere.

**By phone** | Customer Service staff will contact you regarding payment via credit card or debit once this form is received.

**By post** | Make your cheques/money order payable to 'Rockhampton Regional Council' and send to PO Box 1860, Rockhampton, Queensland, 4700.