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|  | | **Wildlife Licence Amendment Form (Natural Person)** |
|  |  | About this Form Use this form to amend personal details of a private wildlife licence or commercial wildlife licence issued to a natural person. This form can also be used to upgrade from a current Private Basic Licence to an Advanced Licence. |
| Wildlife Licence No: |

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| 1. Personal details | | | | | | | |
| Mr/Mrs/Ms |  | First name |  | Middle name/s |  | | Last name | |
|  |  |  |  |  |  | |  | |
| Date of birth |  |  | | |  |
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| --- | --- | --- | --- | --- | --- | --- |
| 2. Residential address (or Specified premises for Commercial Wildlife Licences) | | | | | | |
| Property name *(name of house, farm or building if applicable)* |  | Flat / Unit No. | | |  | House/Lot No. |
|  |  |  | | |  |  |
| Street name or PO Box | | | | | | |
|  | | | | | | |
| City/Suburb/Town | | |  | Postcode | | |
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| 3. Postal address | | | | | | |
| *If the same as the above address, please write ‘As above’* | | | | | | |
| Property name *(Name of house, farm or building if applicable)* |  | Flat / Unit No. | | |  | House/Lot No. |
|  |  |  | | |  |  |
| Street name or PO Box | | | | | | |
|  | | | | | | |
| City/Suburb/Town | | |  | Postcode | | |
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| 4. Contact details | | | | |
| Telephone No. |  | Mobile No. |  | Email |
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| 5. Private Licence Upgrade | | | | | | | |
| Tick if *YES* | | |  |  | |
|  |  | *I wish to upgrade my Wildlife Basic Licence to a Wildlife Advanced Licence.* | | |

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| 6. Collection, use and disclosure of personal information |
| ***Privacy and Data Protection Act 2014***  The Department of Energy, Environment and Climate Action (DEECA) is committed to protecting personal information provided by you in accordance with the principles of the Victorian privacy laws. The information you provide will be used to monitor compliance with licence conditions and to provide information about any changes to legislative requirements. Your contact details may also be used by DEECA or its contracted service providers under confidentiality agreements to survey you about your experience with DEECA or to seek feedback related the keeping of wildlife. A licence may not be issued if the information required is not provided.  The information you provide will also be made available to any authorised law enforcement agency.  You may access the information you have provided to DEECA by contacting the Customer Service Centre on 136 186. |

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| 7. Declaration by Applicant | | | |
| *I understand that there are penalties for making a false declaration and that any licence issued as a result of a false declaration will be cancelled and may affect my eligibility to keep wildlife in the future, and that all details provided by me on this form are true and correct. I also consent to the collection, use and disclosure of my personal information for the purposes described in Part 6.* | | | |
| Signature of Applicant |  | Date | |
|  |  |  |  |

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| 8. Lodgement |

Send your completed amendment form to: [wildlifelicensing@deeca.vic.gov.au](mailto:wildlifelicensing@deeca.vic.gov.au)

or post to: **Conservation Regulator**

**Department of Energy, Environment and Climate Action**

**475-485 Mickleham Rd**

**Attwood VIC 3049**

If your application is approved, a Payment Notice will be sent to you for payment within 30 days.

## Further information

In Victoria, Wildlife Licences and authorisations are issued under the *Wildlife Act 1975* and the Wildlife Regulations 2024 (and subsequent versions).

The holder of a Wildlife Licence, permit or authority must notify the Secretary within **10 business days** of any change of name or address provided to the Secretary in relation to the licence, permit or authority.

A wildlife licence cannot be transferred to another person. If you hold wildlife under a wildlife licence and want to transfer it to another person, that person must first have the appropriate wildlife licence.

Application forms for Wildlife Licences are available online at [www.vic.gov.au/wildlife-licences-and-permits](http://www.vic.gov.au/wildlife-licences-and-permits) or by calling 136 186.

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