

APPLICATION TO UNDERTAKE A TREE DAMAGING ACTIVITY (INCLUDING URGENT CIRCUMSTANCES OR MINOR WORKS APPROVAL)

Under the provisions of Sections 22 and 29 of the *Tree Protection Act 2005*

Before you complete this application we suggest you read the Tree Protection Information and Criteria for Approval of Activities which is available on the [Transport Canberra and City Services website](#).

1. The Applicant

Title (e.g. Mr, Mrs)	First name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
Company	ACN	
<input type="text"/>	<input type="text"/>	
Street address		
<input type="text"/>		
Suburb	Post code	
<input type="text"/>	<input type="text"/>	
Postal Address (if different from above)		
<input type="text"/>		
Suburb	Post code	
<input type="text"/>	<input type="text"/>	
Telephone: Home	Work	Mobile
<input type="text"/>	<input type="text"/>	<input type="text"/>
Facsimile	Email address	
<input type="text"/>	<input type="text"/>	

2. Is the Applicant also the Lessee (owner) of the land on which the Tree Damaging Activity is to be conducted?

Yes No

3. The Lessee (compulsory information)

Title (e.g. Mr, Mrs)	First Name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
Company	ACN	
<input type="text"/>	<input type="text"/>	
Street address		
<input type="text"/>		
Suburb	Post code	
<input type="text"/>	<input type="text"/>	
Postal Address (if different from above)		
<input type="text"/>		
Suburb	Post code	
<input type="text"/>	<input type="text"/>	
Telephone: Home	Work	Mobile
<input type="text"/>	<input type="text"/>	<input type="text"/>
Facsimile	Email Address	
<input type="text"/>	<input type="text"/>	

4. The activity (the location where the proposed tree damaging activity is to occur)

Street address

Suburb	Post code

Block

Section

5. Type of activity requested

Please tick the appropriate box(es) for the tree damaging activity which you are applying for:

Tree felling or removal

Prohibited groundwork in the tree protection zone:

Major pruning

The protection zone for a protected tree is:

(a) the area under the canopy of the tree; and

Minor pruning (registered trees only)

(b) the 2 metre wide area surrounding the vertical projection of the canopy; and

Lopping

(c) the 4 metre wide area surrounding the trunk as measured at 1 metre above natural ground level.

Other activity, please describe

6. Block plan

Please provide the following information:

- the location of any significant tree/s affected by the proposal, including trees on adjacent blocks if you propose to undertake prohibited groundwork within the protection zone; and
- **number each tree to which the application relates.**

Diagram or sketch of the block and location of trees

9. Occupier's/lessee's declaration (compulsory)

I consent to an authorised person entering my premises between the hours of 8:30am and 5pm weekdays for the purposes of assessing this application.

Occupier's name

Telephone: Home

Work

Mobile

1. Is there clear access to the tree for the purpose of the inspection? Yes No
2. Is there a dog in the yard? Yes No

Occupier's signature and date

10. Signature of the applicant

Applicant's signature and date

Important disclosure of information

This notice is issued for the purposes of Information Privacy Principle 2 of the *Privacy Act 1988* (Cwlth).

As part of this application, the Transport Canberra and City Services Directorate obtains information about you, including but not limited to personal details, property details, reports, assessments, and other supporting documentation. This information is obtained pursuant to sections 22 and 29 of the *Tree Protection Act 2005*.

The purpose of this information is to process your application, undertake all necessary investigations and assessments in relation to the application and make a determination. This information is usually passed on to some or all ACT Government agencies or in accordance with legislation. These ACT Government agencies may include, but are not limited to:

Environment and Sustainable Development Directorate;
Justice and Community Safety Directorate; and
Health Directorate

You should be aware that any of these agencies may also exchange this information with other similar organisations relevant to the application.

Please acknowledge the Transport Canberra and City Services Directorate has made you aware of its obligations under Information Privacy Principle 2 of the *Privacy Act 1988* (Cwlth) by signing below.

Signature and date

This application should be lodged as follows:

In person at:

Reception

Transport Canberra and City Services
496 Northbourne Avenue
DICKSON ACT 2602

OR

By post to:

Urban Treescapes
GPO Box 158
Canberra City
ACT 2601

OR

Scan and email to:

treeprotection@act.gov.au

Should you have any queries with regard to this application form, please visit the [Access Canberra website](#) or call 13 22 81 for assistance.

Providing false and misleading information on this application is a serious offence under the *Criminal Code 2002*. Prosecution may result in a fine of up to \$10,000 for an individual, \$50,000 for a company and/or 12 months imprisonment.