Renewal of a Licence

## under the *Industrial Hemp Act 2004* of Western Australia

## Refer to ‘IHP-3 Notes to assist in applying for an Industrial Hemp Licence’ available from the [DPIRD website](http://www.agric.wa.gov.au/industrial-hemp): www.agric.wa.gov.au/industrial-hemp

## The applicant hereby applies to the Registrar, Department of Primary Industries and Regional Development to renew an existing Licence under the [*Industrial Hemp Act 2004*.](http://www.austlii.edu.au/au/legis/wa/consol_act/iha2004176/)

### 1. The renewal is made to amend information provided by the existing licensee

|  |  |  |  |
| --- | --- | --- | --- |
| Name of existing Licensee: |  | Lic. No.: |  |

### 2. Authorised activity for which the Licence is required:

Cultivate industrial hemp

Harvest industrial hemp

Process industrial hemp

### 3. The application is made on behalf of an:

Individual

Partnership

Body corporate

### 4. Full name of applicant

|  |
| --- |
|  |

### 6. Business (physical) address and contact details of applicant (if changed)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Address: | |  | | | | | |
| Town: |  | | | | Postcode: | |  |
| Tel: |  | | Mob: |  | | Email: |  |

### 7. Postal address of applicant for correspondence (if changed)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Address: | |  | | |
| Town: |  | | Postcode: |  |

### 8. Details of Relevant Persons (see section A of notes)

(If more space is required add a sheet to the application)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Relevant Person 1** | | | | | | | | | | | | | | | |
| Full name: | | |  | | | | | | | Any previous names: | | | |  | |
| Role: | |  | | | | | | | | | | | | | |
| Residential address: | | | | | |  | | | | | | | | | |
| Postal address: | | | | |  | | | | | | | | | | |
| Date of birth: | | | |  | | | | | Place of birth: | | |  | | | |
| Date entered Australia (if applicable): | | | | | | | | |  | | | Signature: | | |  |
| Tel: |  | | | | | | Mob: |  | | | Email: | |  | | |
| **Relevant Person 2** | | | | | | | | | | | | | | | |
| Full name: | | |  | | | | | | | Any previous names: | | | |  | |
| Role: | |  | | | | | | | | | | | | | |
| Residential address: | | | | | |  | | | | | | | | | |
| Postal address: | | | | |  | | | | | | | | | | |
| Date of birth: | | | |  | | | | | Place of birth: | | |  | | | |
| Date entered Australia (if applicable): | | | | | | | | |  | | | Signature: | | |  |
| Tel: |  | | | | | | Mob: |  | | | Email: | |  | | |
| **Relevant Person 3** | | | | | | | | | | | | | | | |
| Full name: | | |  | | | | | | | Any previous names: | | | |  | |
| Role: | |  | | | | | | | | | | | | | |
| Residential address: | | | | | |  | | | | | | | | | |
| Postal address: | | | | |  | | | | | | | | | | |
| Date of birth: | | | |  | | | | | Place of birth: | | |  | | | |
| Date entered Australia (if applicable): | | | | | | | | |  | | | Signature: | | |  |
| Tel: |  | | | | | | Mob: |  | | | Email: | |  | | |

### 9. Premises covered by Licence

1. The premises stated on the previous Licence are current

YesNo

(If No,The addition of new premises not covered by a previous Licence requires the submission of Form 605 Application to add a new premises.)

1. The premises stated on the previous Licence are owned by the Licensee

YesNo

(If No,Attach a current lease agreement for each premises stated on the previous Licence with this application.)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Removal of a Premises** | | | | | | |
| Address: | |  | | | | |
| Property Owner Name: | | | |  | | |
| Postal address: | | |  | | | |
| Mob: |  | | | | Signature: |  |
| Tel: | |  | | | Email: |  |
| **Removal of a Premises** | | | | | | |
| Address: | |  | | | | |
| Property Owner Name: | | | |  | | |
| Postal address: | | |  | | | |
| Mob: |  | | | | Signature: |  |
| Tel: | |  | | | Email: |  |

### 10. Full description of activities for which a Licence is required (If more space is required add a sheet to application)

**Cultivation and / or Harvest** (Ensure adequate information about what tasks will be done under Licence; how it will be done and what equipment is available to conduct the activity, if not processing describe what will be done with harvested material)

|  |
| --- |
|  |
|  |
|  |
|  |
|  |

**Processing** (If a processing Licence is required, complete the table below with as much detail as possible)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Part of the plant used** | **Product to be produced** | **End use of the product** | **Method of processing** | **What machinery will be used?** | **Where will the processing be done?** |
| e.g. Stem | Fibre | Textiles, building products | Extraction of fibres by decortication | Decorticator owned by AAA Hemp Co. | On premises described in Section 12 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

### 11. Are you affected by bankruptcy proceedings? Yes No

|  |  |
| --- | --- |
| If yes, please give details |  |
|  | |

### 12. Character (see section A of notes)

### Have you or any relevant person on this application, ever been convicted of, or found guilty of any offences?

### (exclude traffic offences and convictions ‘spent’ under the *Spent Convictions Act*) Yes No

Are you aware of any proceedings against you, or any relevant person on this application, for an offence, including proceedings by way of appeal or review? YesNo

Have you, or any relevant person on this application, ever been disqualified from holding a Licence by any occupational licensing board? YesNo

If you answered yes to any of the above, you must give details of alloccurrences. Include the following

|  |  |
| --- | --- |
| The name of the court or board: |  |
| The offence: |  |
| The sentence received: |  |
| Relevant dates: |  |

Note: If there is insufficient space on this form to provide details of offences, provide the details on a separate sheet of paper.

### 13. Declaration

(a) I am aware that a police check on me and relevant persons will be undertaken in determining the suitability of my application;

(b) The information I have supplied in the application is to the best of my knowledge and belief, true and correct in every particular;

(c) I have read and understand the requirements and obligations of the *Industrial Hemp Act 2004* and Regulations.

### If a body corporate:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| This application has been completed by: | |  | | | | |
| who is a duly authorised director/senior executive officer of the body corporate. | | | | | | |
| Director Name: |  | | Signature: |  | Date: |  |
| Counter Signatory Name: |  | | Signature: |  | Date: |  |

### If an individual or partnership:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Applicant Name: |  | | Signature: |  | Date: |  |
| Witness Name: |  | | Signature: |  | Date: |  |
| Address of witness: | |  | | | | |
| Occupation of witness: | |  | | | | |

### 14. Credit Card Payments

Renewal of a Licence $131.00 (GST exempt)

|  |  |
| --- | --- |
| Card Type: | VISA  MasterCard |
| Cardholders Name: |  |
| Card Number: |  |
| Expiry Date: |  |
| Total Amount: |  |

### 15. Submitting Applications

**Application checklist**

Ensure all these points have been addressed prior to sending your application

Application is signed appropriately (Section 8 and Section 13)

Thorough explanation of the activities for which a Licence is sought

If new premises where activities are to occur under Licence are to be added to the application, ensure form 605 is attached for each

Current lease agreements for each premises stated on the previous Licence (if not owned by the licensee)

Submit this signed application to:

[hempregistrar@dpird.wa.gov.au](mailto:hempregistrar@agric.wa.gov.au)

Including all supporting documents as separate attachments

Or

Dispatch this signed application to:

The Registrar

*Industrial Hemp Act 2004*  
Department of Primary Industries and Regional Development   
3 Baron-Hay Court   
South Perth WA 6151

Pleas allow 10 days extra processing time for applications sent by mail.

For assistance completing this form telephone (08) 9368 3467 or email [hempregistrar@dpird.wa.gov.au](mailto:hempregistrar@agric.wa.gov.au)