

## **REQUIREMENTS FOR PROCESSING APPLICATION FOR LICENCE**

- ◆ Please note that the Application for Licence (Form A) must be properly completed, signed and returned with the prescribed application fee of \$1,000.00. Also you are required to submit a sketch plan or site plan of the area to be licensed and a copy of the Registered Title (if applicable) or any other document which shows ownership of the beach property.
  
- ◆ If you are not the owner, you must submit along with the application form a letter from the owner, signed by a Justice of the Peace that he has given you permission to use the foreshore and the floor of the sea adjoining his or her property in connection with your activity. Also documentation, which confirms that he/she is the owner of the property.
  
- ◆ If the form is not properly completed then your application will not be processed. Please write clearly your TRN, telephone and Fax Numbers (if any) and mailing address.
  
- ◆ You are required to comply with the requirements of the Notice of Application (Form B). This must be in the form of a Notice. Copies of this Notice shall be posted on the landward and seaward sides of the property and copies of said Notice served on the adjoining neighbours. When you have posted and served the notices, kindly inform this office in order that a site inspection can be conducted to verify your compliance.

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