**APPLICANT INFORMATION SHEET**



# How to lodge your documents

You can lodge your applications by either:

Email: Commercial.Licensing@vfa.vic.gov.au

Post: Licensing & Quota Services

Victorian Fisheries Authority

GPO Box 4509

Melbourne VIC 3001

Telephone enquiries can be made to Commercial Licensing on 1800 620 896 (Option 2).

Office hours 9.00am to 5.00pm Monday to Friday

(closed on public holidays).

All applications must be accompanied by the relevant fee and any attachments requested in the checklists on the relevant application form. It is recommended that a photocopy of your completed forms and any attachments is taken for your records.

# Application Fees

The application fees listed in the fee schedule are non-refundable.

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| **LICENCE APPLICATIONS (Fishery access)**  | **$342.92** |
| **LICENCE APPLICATIONS** **(Aquaculture – Private land)**  | **$342.92** |
| **LICENCE APPLICATIONS** **(Aquaculture – Crown land)** | **$342.92** |
| **ABALONE LICENCE TRANSFER** | **$257.19** |
| **ACCESS LICENCE TRANSFER**  | **$257.19** |
| **AQUACULTURE LICENCE TRANSFER** | **$257.19** |
| **GENERAL or PROTECTED AQUATIC BIOTA PERMIT APPLICATIONS or VARIATIONS** | **$171.46** |
| **FISH RECEIVER (Abalone)**  | **$342.92** |
| **BOAT REGISTRATIONS & TRANSFERS** | **$43.71** |
| **POT TRANSFERS** | **$43.71** |
| **LICENCE VARIATION** | **$43.71** |
| **OPERATOR CHANGE** | **$43.71** |
| **BOAT REPLACEMENTS**  | **$43.71** |
| **QUOTA TRANSFER**  | **$43.71** |
| **QUOTA UNIT TRANSFER (Abalone)** | **$257.19** |
| **QUOTA UNIT NOMINATION (Abalone)** | **$43.71** |
| **GROUP RECREATIONAL FISHING LICENCE** | **$42.19** |

Fee Schedule – The fees listed above are valid until 30 June 2026.

Additional fees and/or levies will be payable prior to the issue of a commercial fishery licence if the application is approved.

Licence fees and levies are charged at a pro-rata rate depending upon when in the licensing year the application is approved. The commercial licensing year commences on 1 April each year and ends on 31 March of the following year or 1 July each year until 30 June (depending on the fishery).

# No additional fees or levies apply to boat registrations or permits.

The fees can be paid by credit card or electronic funds transfer.

Credit Card

To pay via credit card please contact Commercial Licensing on 1800 620 896 (Option 2).

Electronic funds transfer (EFT)

Must be paid directly into the Victorian Fisheries Authority account:

Westpac BSB 033 222

Account Number: 016 041

Account Name: DJSIR Revenue Account

Please include the licence number, PFN and holders name in the payment reference/description.

Confirmation of payment by EFT must be made by email to: commercial.licensing@vfa.vic.gov.au

stating payment date, amount, and licence details.

Important notes:

The information you provide on the accompanying application form is the basis upon which your application will be assessed. Incomplete applications will delay the application assessment process.

If you need more space to answer any questions, attach extra pages and clearly reference your answers to the relevant section.

New commercial fishery licence operators

As part of the application process, new operators will be required to undergo an interview with a fisheries officer to assess their knowledge of the provisions of the *Fisheries Act 1995* and *Fisheries Regulations 2019* relevant to the fishery for which the application is sought.

Privacy statement

The Victorian Government is committed to protecting information about you and has enacted the Information Privacy Act 2000 to provide a statutory framework to guide government departments in their personal information handling.

The Victorian Fisheries Authority values and protects the personal information it collects in the course of undertaking its responsibilities and continues to demonstrate a strong culture of protecting the confidentiality and privacy of clients and members of the community.

The information you supply in transactions that is collected by VFA is not traded, sold or licensed. Personal information provided by you will not be used/disclosed for any purpose other than the purpose of the transaction you have entered unless such a use or disclosure is required or authorised by the Information Privacy Act 2000, Fisheries Act 1995 or other legislation. If you wish to access information held about you, please contact the VFA.