



Email: wildlifelicensing@gov.je

Website: [Legal protection of wildlife and wild places \(gov.je\)](http://www.gov.je/legal-protection-of-wildlife-and-wild-places)

Wildlife (Jersey) Law 2021

Application form for an annual licence to possess and export dead specimens or derivatives of protected wild animals and protected wild birds for conservation, scientific or educational purposes, or for protecting a zoological or biological collection (AL03)

- Before completing this form, please read the guidance notes in Section I.
- The department will aim to determine the outcome of your application within 15 working days of receipt of all required information.
- Further information regarding wildlife protection and licensing can be accessed using the following link: [Legal protection of wildlife and wild places \(gov.je\)](http://www.gov.je/legal-protection-of-wildlife-and-wild-places)

Section A – Applicant details

In what capacity are you applying for a Licence?

The licence may be held by a person or by an organisation, however, the organisation must provide the contact details of the Appointed Person who will be their primary point of contact (see guidance notes in Section I).

- Applicant in person
 Organisation

Please enter details of the person or organisation (including Appointed Person) who will become the licence holder.

Full name inc title	
Organisation name (if applicable)	
Position (if applicable)	
Correspondence address inc post code	

Contact number	
Email address	

Section B – Previous applications

Have there been any previous applications made by the persons or organisation named in this form in connection with the proposed licensed activity?

Yes No

If 'yes', please give details (eg date of application, outcome of application and reference number)

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Section C – Licence Purpose

Please confirm the purpose(s) of the application (tick appropriate):

	Science or education
	Protecting a zoological or biological collection
	Conserving wild animals or wild birds
	Other (please specify below)

If this licence is to be used to export specimens, please explain the reasons for which exports will be undertaken

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Note that this licence only permits activities for non-commercial purposes. If the proposed activities have a commercial basis you will need to apply for a PLO2 project licence.

Does the proposed activity have a commercial purpose?

Yes No

Use the box below to provide further information to support your response

Section D – Application Details

Please list below details of the specimens for which a licence under the Wildlife Law is required (continue on a separate sheet if necessary)

	Specimen 1	Specimen 2	Specimen 3
Species			
Number and type of specimen			
Origin of Specimen			
If taken from the wild in Jersey describe the circumstances (including details of any licences obtained)			

Section E – Supplementary Information

Please provide any additional information you may have to support your application. (continue on a separate sheet as necessary)

Section F – Previous convictions

Have you or any person listed in the application ever been convicted of a wildlife related or animal welfare related offence?

Yes No

If yes, please give details below (including dates).

Section G – Charge Screening

This annual licence for the possession and export of dead specimens or derivatives of protected wild animals and protected wild birds is exempt from fees, except where the licence activities are primarily for commercial purposes.

Where a fee is payable, this will be calculated at:

- £52 for each hour or part of an hour taken to administer the grant of the licence
- £50 for modification of a licence once granted

Will the licensed activities be undertaken primarily for commercial purposes?

Yes No

Use this section to provide further details to support your response.

You will be informed of any licence fees payable for this licence once your application has been reviewed by the Licensing Authority.

Section H – Declaration

Important information:

Before signing this form please read the following declaration information carefully. It explains how personal data will be used and provides a brief description of an individual's rights under Jersey's Data Protection Law. For further information on how Infrastructure and Environment handles personal data please visit <http://www.gov.je/howweuseyourinfo>

Declaration of all parties named in this application:

I declare that this application is made with my authority. I am aware that it's an offence to submit false or misleading information with an application.

I am aware and agree to the information supplied in this form, together with any other accompanying information, to be used to process my application for a licence to carry out activities affecting protected species in accordance with the Wildlife (Jersey) Law 2021.

I am aware and agree that the information supplied in this form, together with any other accompanying information:

- May be disclosed to third parties with specialist knowledge of the species or activities proposed, where advice is needed in order to process this application.
- May be used for the purposes of providing published statistical data and reports relating to the Wildlife Law (Jersey) 2021, to meet the island's international environmental obligations and local Strategic Policies such as the Jersey Biodiversity Strategy.

I understand that you will not use my personal information for any other purpose, without my permission, unless you are legally required to do so.

I understand that as a public authority, you are subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law you may be required to disclose information you hold, including the contents of this form and any other information I provide to you, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2018.

I understand that under Jersey's Data Protection Law I have the right to withdraw my consent to the further processing of my information. However, I understand that this may cause delays in administering my licence or cause me to be in breach of other legal requirements. (Should you wish to exercise this right please contact us on tel. 441600).

Applicant (or on behalf of organisation)

Name:		Signature:	
Position: (if applicable)		Date:	

Section I – Guidance Notes

Licence Overview

This licence permits the possession and the export from Jersey of dead specimens or derivatives of protected wild animals and protected wild birds (including the blown egg of a protected wild bird) for conservation, scientific or educational purposes, including to protect any zoological or biological collection.

This licence may be held by an individual or by an organisation and can only be used for the species and activities that are named in the licence. Users must comply with the terms and conditions.

This licence does not permit the sale or the possession or transportation for sale, of any dead protected wild animal or protected wild bird or derivative thereof.

This licence does not authorise the unlawful removal (alive or dead) from the wild, capture or killing of any wild animal or wild bird that is protected under the Wildlife (Jersey) Law 2021.

Reporting and Renewal

This annual licence runs from 1st April to 31st March and is renewable annually on 1st April following submission of a satisfactory report on the work carried out under the licence during the previous term.

The reporting period is 1st January to 1st December and reporting must be completed by January 31st for the previous year.

Application definitions

Applicant

The Applicant is the named individual (or on behalf of an organisation) who is applying for the licence and who would become the licence holder if the licence is granted.

Appointed Person

The Appointed Person is an employee of the Licence Holder where the latter is an organisation, who is nominated to act as a single point of contact with regard to this licence.

Licence Fees

The full schedule of fees chargeable for licences under the Wildlife (Jersey) Law 2021, and the circumstances in which licences may be exempt from fees, are contained within the [Wildlife \(Licence Fees\) \(Jersey\) Order 2023 \(jerseylaw.je\)](#)

[Where a licence is granted for scientific or educational purposes, an exemption from fees applies where activities are undertaken by professionals or volunteers to increase the understanding of the ecology of a species or to maintain or improve the conservation status of a species or its habitat.](#)

[Note however that such exemption does not apply to activities that are primarily for commercial purposes.](#)

[An exemption from fees also applies to activities undertaken by a registered charity as defined by the Charities \(Jersey\) Law 2014, for non-commercial purposes.](#)

Licence review and payment

Following submission, your application will be reviewed by the Licensing Authority and you will be notified via email of the decision made.

Where the decision to grant a licence has been taken by the Licensing Authority and licence fees are not applicable, the licence will be issued to the address given in Section A above.

Where the decision to grant a licence has been taken by the Licensing Authority and licence fees are applicable, further instructions for making payment will be provided via the contact details given in Section A. The licence will be issued following successful payment of the licence fee.

If your licence application is unsuccessful, you will not be charged.

Under Article 36(7) of the Law you may request the Minister to reconsider any decision made in relation to the grant of, or refusal to grant a licence, or in relation to any condition specified in a licence. Such request should be submitted in writing to the Minister at the address given above.

For office use only

App. Ref.

Date receive