

Office Use Only

Received via:

Initials & Date:

Complete this request form if you want to cancel an aquaculture lease sublet agreement. The application can be completed by either the leaseholder or the permit holder.

1. Lease details

Sublet agreement can be cancelled for multiple leases if sublet details are the same for all leases.

Lease number	Lease number

2. Permit details

Aquaculture permit authorising the above lease(s) via the sublet agreement, which is to be cancelled.

Permit number	% of lease authorised by permit
AP	%

3. Applicant details

- ☐ I am the leaseholder. Please complete section 4 and 5.
- ☐ I am the permitholder. Please complete section 6 and 7.

4. Lease holder details

Details required	Give details in space provided
Name of leaseholder	
Mailing address for all correspondence	<p>Address</p> <p>Suburb</p> <p>State Postcode</p>

What aquaculture permit(s) will authorise the above listed lease(s) following the cancellation of the sublet agreement?

Permit number	% of lease authorised by permit
AP	%

5. Lease holder declaration

All leaseholders must sign the declaration.

If the leaseholder is a company, the form must be signed by two directors, or one director and a secretary. If the company is a sole director/secretary company, then the sole director must state this next to their name that they are the "sole director and secretary".

I/We, the undersigned:

- authorise for the sublet agreement on the above listed leases to be cancelled.
- authorise for the above listed leases to be moved to the authority of the aquaculture permit provided in this request form.
- understand that any lease fees on my/our aquaculture account relating to the above listed leases remain my/our responsibility for the current financial year.

Leaseholder name	Signature	Date

6. Permit holder details

Details required	Give details in space provided
Name of permit holder	
Mailing address for all correspondence	Address Suburb State Postcode

7. Permit holder declaration

All permit holders must sign this declaration.

If the permit holder is a company, the form must be signed by two directors, or one director and a secretary. If the company is a sole director/secretary company, then the sole director must state this next to their name that they are the “sole director and secretary”.

I/We, the undersigned:

- authorise for the sublet agreement for the above listed leases to be cancelled.
- acknowledge that NSW DPI will provide the leaseholder with a period of time to make another permit arrangement for the leases, before the leases are removed from my permit.
- understand that any permit fees on my/our aquaculture account relating to the above leases remain my/our responsibility for the current financial year.

Permit holder name	Signature	Date

8. Submitting your application

- Mail: NSW Department of Primary Industries, Locked Bag 1, Nelson Bay NSW 2315
- Email: aquaculture.administration@dpi.nsw.gov.au
- Telephone enquiries: Aquaculture Administration, 02 4916 3900

Personal information collected by way of this application is subject to the *Privacy and Personal Information Act 1998*. You must provide the information in order for NSW DPI to assess this application. NSW DPI may use the information, and disclose it to authorised agencies, for related administration or research purposes. The information may be pooled in a manner not identifying individuals to form industry-based statistics. You may access or correct your information by contacting NSW DPI, Aquaculture Administration, Locked Bag 1, Nelson Bay NSW 2315, or telephone 02 4916 3900.