|  |
| --- |
| **NOTES FOR GUIDANCE**Please read the following notes carefully. |
| a. | This is an application form for a licence to deliberately kill, injure, capture (take), deliberately disturb, damage or transport a European Protected Species under the Conservation of Habitats and Species Regulations 2017 or the Conservation of Offshore Marine Habitats and Species Regulations 2017 for the purpose of: * **Preserving public health or public safety** or other **imperative reasons of overriding public interest** including those of a social or economic nature and beneficial consequences of primary importance for the environment;
* for the purpose of **preventing serious damage to fisheries**;
* for the purpose of **preventing serious damage to property**,
* in the interest of **protecting wild flora or fauna or conserving natural habitats**;
* for the purpose of **preventing the spread of disease**; or
* for the purposes of the **re-population of an area** with, or the re-**introduction into an area** of, wild animals or wild plants (including any breeding or artificial propagation necessary for those purposes).

 Natural Resources Wales, in exercise of the powers conferred under regulation 55(1) and 58(5) of the Conservation of Habitats and Species Regulations 2017 and under regulation 6 and 55(1) of the Conservation of Offshore Marine Habitats and Species Regulations 2017 may issue a licence for the above purposes, allowing activities to be undertaken that would otherwise be a criminal offence, **provided that**:* there is **no satisfactory alternative;** *and*
* the action authorised **will not be detrimental to the maintenance of the population of the species concerned at a favourable conservation status** in their natural range.
 |
| b. | All questions in this application form must be completed unless otherwise stated: failure to provide adequate information will delay the processing of your application. Any further information you wish to provide should be appended on additional sheets. We aim to process applications within 30 working days of receipt of all the information requested. We cannot guarantee an earlier response. |
| c. | It is a condition of any licence issued that a report of the work carried out under licence is submitted within four weeks of the expiry of the licence. The Licence Report Form can be found on our website. Failure to do so may constitute on offence. Information from these reports is required to provide summary information to NRW and others on the number of licences issued the purpose of the licence and which species are covered. None of these summary statistics includes personal information about licensees. The information may also be used for conservation purposes and shared with other organisations. |
| d. | Please note that we will not process your application until we have received all the requested documentation. Please make sure that if you are sending documents or plans to us in hardcopy that the print on these can be clearly read. All copies must be identical to the original document, and in colour as appropriate.  |



**MARINE EUROPEAN PROTECTED SPECIES LICENCE APPLICATION FORM**

**APPLICATION FOR A LICENCE TO DELIBERATELY KILL, INJURE, CAPTURE (TAKE), DELIBERATELY DISTURB OR TRANSPORT A EUROPEAN PROTECTED SPECIES (EPS) UNDER:**

**THE CONSERVATION OF HABITATS AND SPECIES REGULATIONS 2017 OR THE CONSERVATION OF OFFSHORE MARINE HABITATS AND SPECIES REGULATIONS 2017**

|  |  |
| --- | --- |
| e. | Please ensure that all the information sent to us is properly separated and titled and if posted to us that each part is bound together; failure to do so may delay the processing of your application. |
| f. | Applications are dealt with chronologically. This means they are processed according to when they were submitted, not according to the timing of the works. Please submit your application in good time before the proposed works. If you think your application needs to be dealt with urgently, please ring us to discuss and agree this before its submission. |
| g. | When answering questions, particularly 7 - 11, it may help with your answers if you consider the why, what, how, where and when, approach. For example: Why are you doing it? What are you going to be doing? How will it affect the species in question? etc. |
| h. | Natural Resources Wales can modify or revoke any licence issued. Any licence issued, will be revoked immediately if it is discovered that false information has been provided which resulted in the issue of a licence. |
| i. | The information provided by you will be processed by Natural Resources Wales under the General Data Protection Regulation. This will enable us to process your application; to monitor compliance with any permit conditions and to process renewals. We will use the information you provide in connection with the following: * Consultation with third parties who are relevant and responsible for responding to consultation requests from NRW to enable us to process your application
* Carrying out statistical analysis, research and development on environmental issues
* Preventing and investigating possible breaches of environmental law and taking any resulting action

Responding to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004Note that the above is not an exhaustive list and NRW may use the data provided in connection with the application in other ways, as considered appropriate **We would also like to send you details about other topics we think may be of interest to you such as NRW news; services relating to environmental matters; asking for your feedback on our service; and more useful information.****If you consent to receiving further information from us, please tick the following box to confirm** Yes, I would like to receive additional information from NRW relating to environmental matters □                       **Please note we may pass the information on to our agents or representatives to carry this out for us**If you have any further queries or concerns, please contact dataprotection@naturalresourceswales.gov.uk.  For further information on the processing of your personal details please see our [Privacy Notice page](https://naturalresources.wales/privacy) |
| j. | Any information included in the application which the proposed Lead Licensee considers to be confidential for commercial reasons or affecting the proposed Lead Licensee’s intellectual property rights must be clearly marked as such. |

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| **Information for completion of an application form** |
| 1. | If the document handwritten please complete in **BLOCK CAPITALS** |
| 2. | Please answer **ALL** questions**.** Incomplete answers will mean delays in your application being processed. |
| 3. | Please ensure that Surveys submitted with your application were undertaken within the last 2 survey seasons. |
| 4. | Applications can be accepted **either** electronically **or** by post (electronic is our preferred option).**Electronic Applications** E-mail Applications to: specieslicence@naturalresourceswales.gov.uk. Please DO NOT also send the application by post. When sending in electronic applications, please ensure that all documents are clearly named. **Postal Applications**The application form must be originally signed by both the proposed Lead Licensee and the proposed Licensed Nominated Ecologist. Please post to: **Species Permitting Team, Natural Resources Wales, Maes y Ffynnon, Penrhosgarnedd, Bangor, Gwynedd, LL57 2DW**  |
| 5. | We will aim to send an acknowledgement of receipt of your application within 5 working days. |
| 6. | NRW aims to determine applications within **our service level agreements** from date ofreceipt of a completed application form and the required associated information. Please refer to the check list at the end of this form for further guidance. If we require further information from you during the determination period, for whatever reason, this will delay the determination period. Our service level agreements can be found at:<https://naturalresources.wales/permits-and-permissions/species-licensing/our-service-level-agreements/?lang=en> |
| 7. | All correspondence sent to you from NRW will be via e-mail. If an e-mail address has not been provided, we will contact you in writing through the post. Please note that this may delay your application due to postal delivery times. |

**Part A. Proposed Lead Licensee Details:**

The proposed ‘Lead Licensee’ must be a named **individual**; company information is to be provided in 1b. Please provide your full name, **not** initials.

**1. Proposed Lead Licensee Details**

**1a. Are you applying as an individual or on behalf of an organisation?**

Individual (please complete 1b)[ ]  Organisation (please complete 1c) [ ]

**1b. Individual Personal Details**

|  |  |  |
| --- | --- | --- |
| Title  | Forename(s) | Surname |
|  |  |  |
| Address |  |
|  |
| Town |  |
| County |  |
| Postcode |  |
| Primary Contact Number |  |
| Secondary Contact Number |  |
| E-mail address  |  |

**1c. Organisation Details**

|  |  |
| --- | --- |
| Organisation Representative (full name) |  |
| Organisation Name |  |
| Organisation Address |  |
|  |
|  |
| Town |  |
| County |  |
| Postcode |  |
| E-mail address |  |
| Primary Contact Number |  |
| Secondary Contact Number |  |
| Position within the organisation (Director, CEO, Regional Manager etc…) |  |
| Legal Status of Organisation (Limited Company, Local Authority, Charity etc..) |  |
| Please tick to confirm you acknowledge that, as company representative, you are the primary contact for queries relating to this application. |  |

**Part B. Proposed Licensed Nominated Ecologist: Personal details and experience**

This section relates to the person providing ecological expertise in relation to the species concerned. This person, referred to as the ‘Licensed Nominated Ecologist’ will be responsible for delivering specific elements of any licence granted in respect of the disturbance of European Protected Species, including overseeing any disturbance, exclusion and mitigation.

**2. Proposed Licensed Nominated Ecologist Contact Details**

|  |  |  |
| --- | --- | --- |
| Title  | Forename(s) | Surname |
|  |  |  |
| Organisation Name (if appropriate) |  |
| Address |  |
|  |
| Town |  |
| County |  |
| Postcode |  |
| Primary Contact Number |  |
| Secondary Contact Number |  |
| E-mail address  |  |

**3. Proposed Licensed Nominated Ecologist Previous Applications, Experience and Qualifications**

|  |  |
| --- | --- |
| a. | Is the proposed Licensed Nominated Ecologist a member of a relevant professional organisation (e.g. CIEEM, IEMA)? |
| Yes [ ]   | No [ ]   | Details: |
| b. | Has the proposed Licensed Nominated Ecologist been named as the Licensed Nominated Ecologist on any other EPS Development Licence issued by Natural Resources Wales for the species in question?Yes [ ]  No [ ]  |
| c. | If the answer above is **YES**, please provide: |
| Most recent licence reference number: |  |
| Year in which licence was issued: |  |
| Species covered by the licence: |  |
| **If the answer to 3b is NO, please complete questions d, e and f.** (you do NOT need to answer 3d, 3e and 3f if you have been named as the Licensed Nominated Ecologist on another NRW licence for the species in question) |
| d. | Please give details of your experience and qualifications relevant to the species and type of work to which this application applies:  |
|  |
| e. | Please give brief details of any experience and/or qualifications that you have gained with other species and you think is relevant to show your suitability and competence for the proposed works in this application. |
|  |
| If your answer to 3b is NO, you will need to provide **two** references from ecologists who are familiar with your work on NRW’s **‘Reference Template Form for licence applications’**. They must be able to comment on your experience of working with the relevant species and your ability to use the methods and equipment you have proposed within your licence application. Your referees must be suitably qualified themselves and must have held a relevant licence previously and must have experience of your work for at least one survey season. Please note that we can only accept **one** reference from the company you currently work for. We may contact your referees to verify their statements. |
| f. | Please put an ‘x’ in this box to confirm that you have provided two references: [ ]   |

**4. Proposed Licensed Accredited Agents**

|  |
| --- |
| Any proposed Licensed **Accredited Agent** should be a suitably qualified, experienced person who is able to carry out ecological works under a licence without the personal supervision of the Licensed Nominated Ecologist. The Licensed Accredited Agent must be named on the application form and the licence. |
| a. | Does the proposed Licensed Nominated Ecologist wish to propose names of suitably qualified experienced Licensed **Accredited Agents** to be employed under this licence  | Yes [ ]   | No [ ]  |
| b. | If the answer to the above is ‘yes’, please provide: |
| **Accredited Agent Name** | **Postal Address** | **E-mail Address** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| A Licensed **Assistant** is employed by the Lead Licensee to work under the direct personal supervision of the named Licensee(s) at all times. Licensed Assistants **do not need to be named** on the application form/licence. However, the Lead Licensee should keep a log of all Licensed Assistants who have worked under a particular licence, as they may be asked to provide this at a later date. **A breach of the licence conditions by any Licensee may result in the revocation of your licence**. |

**Part C. Application Details**

**Please relate your answers in this section to the species that will be affected by the proposed works and those specified in Question 6 below. Please provide as much detail and information as possible and ensure all questions are completed. Failure to provide the information may lead to your application being delayed or rejected.**

**5. Species**

|  |
| --- |
| Which of the following does your application cover? |
| A | Inshore marine area (0 to 12 nautical miles) | [ ]  |
| B | Offshore marine area (over 12 nautical miles) | [ ]  |
| Please insert an ‘x’ as appropriate and provide the estimated number of individual animals that will be affected by the works. |
| **Species** | **X** | **Estimated number of individuals** |
| Cetaceans | [ ]  |  |
| Marine Turtles | [ ]  |  |
| Common Sturgeon | [ ]  |  |
| If the application is for cetaceans or marine turtles please list the species below (continue on a separate sheet if necessary) |
|  |
| **Name of Species** | **Estimated number of individuals** | **Name of Species** | **Estimated number of individuals** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| c. | Is the survey data used to inform this licence application less than 2 seasons old?Yes [ ]  No [ ]  |
| d. | If the surveys were **not** undertaken within the last 2 seasons, please provide sound ecological justification explaining why no surveys have been undertaken during this period: |
| e. | Have you sent your survey records to the Local Records Centre?Yes [ ]  No [ ] If **NO**, please submit your data to the LRC directly via this link: [www.lrcwales.org.uk](http://www.lrcwales.org.uk)  |

**6. Purpose of the proposed works**

|  |  |
| --- | --- |
| a. | Please explain why it is necessary to carry out the proposed work affecting the species .and outline **why they are necessary**  |
|  |
| b. | Please provide a description of how the proposed activity will impact the species present  |
|  |
| c. | Please state why the proposed actions will not be detrimental to the population of the species concerned at a favourable conservation status. |
|  |

**7. Purpose of the licence application**

**Under the Conservation of Habitats and Species Regulations 2017 or the Conservation of Offshore Marine Habitats and Species Regulations 2017, NRW can only grant a licence if it can be demonstrated that the proposals meet one or more of the below purposes:**

|  |
| --- |
| **IROPI Guidance**You will need to demonstrate how your proposal is **imperative, overriding**, and how your proposal is of **public interest** rather than solely a private interest.**Public Health and Safety Guidance**You will need to demonstrate how your proposal meets a **genuine public health or public safety issue**, how **action is required imminently** and how your proposal will **resolve this problem**. Please include whether the risk has been confirmed by a suitable qualified person or a qualified health and safety expert. **You will need to provide photographs, reports and any other relevant evidence demonstrating the imminent risk to public health/safety.** |
| a. | **Please indicate below the primary purpose for undertaking the proposed works:** |
| Preserving public health  | [ ]  |
| Preserving public safety | [ ]  |
| Other imperative reasons of overriding public interest including those of a social or economic nature and beneficial consequences of primary importance for the environment (IROPI) | [ ]  |
| Preventing serious damage to fisheries  | [ ]  |
| Preventing serious damage to property | [ ]  |
| Preventing the spread of disease | [ ]  |
| The re-population of an area with, or the re-introduction into an area of, wild animals, wild plants or wild birds (including any breeding or artificial propagation necessary for those purposes). | [ ]  |
| Protecting wild flora or fauna or conserving natural habitats | [ ]  |
| b. | **Please explain in detail your reasons for the purpose chosen in question 8a.**1. How do the works satisfy the purpose?
2. What are the benefits resulting from the completion of the works?
3. Are the benefits at a local, regional or national scale?

Please also provide evidence and details to support your statement, for example local planning policies and plans, policy documents, specialist reports, structural reports and photographs. |
|  |

**8. Other Consents**

|  |
| --- |
| **Please provide details of the consents granted for the proposed works.**  |
| Is your application subject to a marine licence? | YES | [ ]  | NO | [ ]  |
| If YES please provide;- The licence reference number; |  |
| The year in which the licence was issued. |  |
| Is your application subject to any other consent? If YES please provide further details below | YES [ ]  NO [ ]   |
|  |

**9. Satisfactory Alternatives**

Under Reg 55(9) of both the Conservation of Habitats and Species Regulations 2017 and the Conservation of Offshore Marine Habitats and Species Regulations 2017, NRW can only grant a licence if it can be demonstrated that there are no satisfactory alternatives and that the action authorised will not be detrimental to the maintenance of the population of the species concerned at a favourable conservation status in their natural range.

|  |  |
| --- | --- |
| a. | Please provide details of alternative methods to those that you have chosen, which could be undertaken to reduce or avoid the impacts on the protected species. Please outline why these alternative methods are not suitable and have not been adopted.Examples include:a. **Do Nothing.** – Please outline why ‘doing nothing’ is not appropriate. What are the consequences if works do not go ahead?b. **Alternative designs** – Please detail any alternative designs that may have been considered, and explain the reasons why these designs were not adopted.c. **Alternative routes/locations** – Could works have been undertaken elsewhere in order to avoid or reduce the impact on the protected species? What would be the consequences if works were undertaken elsewhere? Are alternative routes/locations available? If alternative routes/locations are not available, please explain why. d. **Alternative timings** - Could works have been undertaken at a different time of year to reduce the impact on the protected species? Please complete **all** of the boxes below. |
| Doing Nothing |  |
| Alternative Designs |  |
| Alternative Location/Site |  |
| Alternative Timing |  |

**10. Activities to be licensed**

|  |  |
| --- | --- |
| a. | Please complete all relevant columns in the table below using an X as appropriate to indicate the methods you propose to use, the activity involved, and the time period for each method. This information will be used when processing your application. Failure to provide full details may result in an inappropriate or inadequate licence being issued.**Please note – killing will only be licensed in exceptional circumstances. You should discuss the particular situation with NRW prior to submitting the application. If you intend to intentionally kill, please include biosecurity measures within the provisions of the method statement.** |
| Activity | Dates |
| Capture and transport (including temporary possession) | Disturb | Damage a breeding site or resting place | Destroy a breeding site or resting place | Kill (only in exceptional circumstances) | Method or activity (e.g. geophysical survey, pilingt, blasting, etc.) | **From** (select ASAP or specify a date) | **To** (day, month and year) |
| ASAP | Specific date (month and year) |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | Click or tap to enter a date. | Click or tap to enter a date. |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | Click or tap to enter a date. | Click or tap to enter a date. |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | Click or tap to enter a date. | Click or tap to enter a date. |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | Click or tap to enter a date. | Click or tap to enter a date. |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | Click or tap to enter a date. | Click or tap to enter a date. |

**11. Location of the proposed works**

|  |  |
| --- | --- |
| a. | Please provide the location details for the proposed works: |
| Location of proposed works  |  |
|  |
|  |
| Grid Reference (ten figure – e.g. ST 12345 67890) |  |
| b. | Please tick this box to confirm that the Method Statement includes a location map of relevant scale? A scale of 1:10,000 would be advisable and / or a GIS layer such as Shapefile if available. | [ ]  |
| c. | Are you aware of any other active or historical European protected species licences at this site? |
| Yes [ ]   | No [ ]  | Licence Reference Number:  |

**12. Designated Sites**

|  |
| --- |
| **Designated areas:** Sites of Special Scientific Interest (SSSI), Special Protection Area (SPA), Candidate Special Areas of Conservation (CSAC), Special Areas of Conservation (SAC), Ramsar sites, Marine Conservation Zone (MCZ). |
| a. | Will any part of the proposed activity fall within or adjacent to an area covered by a designated site? | Yes[ ]  | No[ ]  |
| Name of site(s): |
| b. | If the answer to the above is YES, have you consulted with Natural Resources Wales for advice on the implications of your application on the protected site? | Yes[ ]  | No[ ]  |
| c. | Please provide the name of your contact in NRW and either the outcome of your consultations or the reason why you have not consulted. Please enclose any relevant correspondence: |
|  |
| d. | If the answer to 12a is yes: If you are a ‘competent authority’ under regulation 7 of the Conservation of Habitats and Species Regulations 2017, or if your plan or project has been subject to any consent, permission or authorisation from such a competent authority, please provide a copy of any relevant Habitats Regulations Assessment (HRA) carried out under regulation 63. | Yes [ ]  | No [ ]  |

**13. Welsh National Marine Plan**

|  |
| --- |
| **NRW is required to make licensing decisions in accordance with the Welsh National Marine Plan (WNMP)**  |
| a. | Have you also applied for a NRW Marine Licence for this project? | Yes[ ]  | No[ ]  |
| If yes, please provide the reference number: |
| b. | If the answer to the above is YES, have the WNMP policies for this species application been considered as part of a marine licence?  | Yes[ ]  | No[ ]  |
| c. | If the answer to a. or b. is No, provide details of how your application complies with the policies in the WNMP in the box below or by filling in the WNMP Compliance Assessment form  |
|  |

**Part D. Declarations**

**14. Proposed Lead Licensee Declarations**

|  |  |  |  |
| --- | --- | --- | --- |
| **a.** | Have you ever been convicted of a wildlife offence?A wildlife offence is an offence under the Wildlife and Countryside Act 1981, the Conservation of Habitats and Species Regulations 2017, the Protection of Badgers Act 1992, the Deer Act 1991, the Hunting Act 2004, the Wild Mammals (Protection) Act 1996, the Animal Welfare Act 2006 and the Protection of Animals Act 1911 (all as amended). You do not have to declare a previous conviction if you are: (1) a rehabilitated person for the purposes of the Rehabilitation of Offenders Act 1974 and your conviction is treated as spent; or (2) in respect of such an offence, a court has made an order discharging you absolutely. | Yes [ ]  | No [ ]  |
| **b.** | If the answer above is yes, please provide details: |
|  |
| **c.** | I authorise employees or representatives of Natural Resource Wales to enter the site that is subject to this application for the purpose of monitoring and inspecting the permitted works (please place an x in the box opposite). | [ ]  |
| **d.** | I have read and understand the guidance provided in this application form. I declare that the particulars given are correct to the best of my knowledge and belief, and I apply for a licence in accordance with these particulars. If a licence is granted I agree to send to NRW a written report of the licensed activities within four weeks of the expiry of the licence.***NB****. Applicants should note that it is an offence under regulation 59 of the Conservation of Habitats and Species Regulations 2017 and under regulation 57 of the Conservation of Offshore Marine Habitats and Species Regulations 2017, to knowingly or recklessly provide false information in order to obtain a licence*.  | [ ]  |
| **e.** | Do you give permission for your proposed Licensed Nominated Ecologist to correspond with NRW on your behalf, including applying for any amendments or alterations to the licence? | Yes [ ]  | No [ ]  |
| **f.** | Signature of the proposed Lead Licensee or company representative  |  | Date |  |
| ***For electronic applications please insert an electronic signature in the box above, or place an x in the box opposite to confirm agreement with the declarations.*** | [ ]  |
| **g.** | Full name in BLOCK LETTERS |  |

**16. Proposed Licensed Nominated Ecologist Declarations**

|  |  |  |  |
| --- | --- | --- | --- |
| **a.** | Have you or any of your proposed Licensed Accredited Agents ever been convicted of a wildlife offence?A wildlife offence is an offence under the Wildlife and Countryside Act 1981, the Conservation of Habitats and Species Regulations 2017, the Protection of Badgers Act 1992, the Deer Act 1991, the Hunting Act 2004, the Wild Mammals (Protection) Act 1996, the Animal Welfare Act 2006 and the Protection of Animals Act 1911 (all as amended). You do not have to declare a previous conviction if you are: (1) a rehabilitated person for the purposes of the Rehabilitation of Offenders Act 1974 and your conviction is treated as spent; or (2) in respect of such an offence, a court has made an order discharging you absolutely. | Yes [ ]  | No [ ]  |
| **b.** | If the answer above is yes, please provide details: |
|  |
| **c.** | I confirm that any proposed Licensed Accredited Agents listed on this licence are suitably qualified and experienced to undertake the relevant ecological works. | [ ]  |
| **d.** | I have gained the permission of all proposed Licensed Accredited Agents listed on this application form to provide NRW with their name and basic contact details for the purpose of this application. | [ ]  |
| **d.** | I have read and understand the guidance provided in this application form. I declare that the particulars given are correct to the best of my knowledge and belief, and I apply for a licence in accordance with these particulars. If a licence is granted I agree to send to NRW a written report of the licensed activities within four weeks of the expiry of the licence.***NB****. Applicants should note that it is an offence under regulation 59 of the Conservation of Habitats and Species Regulations 2017 and under regulation 57 of the Conservation of Offshore Marine Habitats and Species Regulations 2017 to knowingly or recklessly provide false information in order to obtain a licence*.  |  |
| **g.** | Signature of the proposed Licensed Nominated Ecologist  |  | Date |  |
| ***For electronic applications please insert an electronic signature in the box above, or place an x in the box opposite to confirm agreement with the declarations.*** | [ ]  |
| **h.** | Full name in BLOCK LETTERS |  |

**Part E. Checklist**

|  |
| --- |
| Please return your completed application to the following contact details. Electronic submissions are preferred. |
| **Species PermittingTeam,****Natural Resources Wales,** **Maes y Ffynnon,** **Penrhosgarnedd,** **Bangor,** **LL57 2DW** **e-mail:** **specieslicence@naturalresourceswales.gov.uk****telephone: 03000 65 3000**  | Checklist **before** submitting your application: |  |
| Completed Application Form | [ ]  |
| Method Statement (signed and dated) | [ ]  |
| Copy of marine licence (if applicable) | [ ]  |
| Copy of WNMP Compliance Assessment form if applicable | [ ]  |