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# Application for a Wildlife Licence - Reference form

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The information provided on this form may be made available to other Departments/ Agencies for the purposes of detecting crime.

- Please complete this application form using dark ink and BLOCK CAPITALS.
- Please ensure that you answer questions fully in order to avoid delays.
- The Department of Agriculture, Environment and Rural Affairs will aim to determine whether a licence should be issued within 15 working days of receipt of a completed application.
- Please telephone the Marine and Fisheries Division on (028) 9056 9262 if you require any further information regarding the completion of this application form.

References provided in support of a licence application consist of two elements:

1. A statement from the referee, demonstrating their own skills, relevant experience and qualifications to provide this reference.
2. A statement from the referee on the skills and experience of the applicant for this licence.

**Please return completed form via post or email  
(and any additional information) to:**

DAERA Marine and Fisheries Division  
Klondyke Building (Level 1)  
Cromac Avenue  
Belfast  
BT7 2JA

Email: [Marine.Wildlife@daera-ni.gov.uk](mailto:Marine.Wildlife@daera-ni.gov.uk)



Department of  
**Agriculture, Environment  
and Rural Affairs**

[www.daera-ni.gov.uk](http://www.daera-ni.gov.uk)



**INVESTORS  
IN PEOPLE**

## 1. Summary of licence sought

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Species to be affected

Techniques to be licensed

## 2. Referee contact details (We may contact you to discuss this reference)

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Name:

Address:

  

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Postcode:

Telephone Number:  
(including area code)

Fax Number:  
(including area code)

Mobile Number:

Email address:

### 3. Referee's skills and experience

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Please provide concise details of your relevant skills and experience, which enable you to comment in support of this application. You should provide reference numbers for any licences held in the past three years for similar species and techniques.

Tick this box if you have continued on a separate sheet

### 4. Referee's statement on the applicant's skills and experience

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The referee should provide details of their knowledge of the applicant's skills and experience in working with the species (or similar species) and techniques listed in section 1. Please refer to relevant licences under which the applicant has acted as an agent or assistant and any relevant training undergone by the applicant.

Applicant's Name:

Species worked on:

## Techniques used

Please state how long you have known/worked with the applicant

For applications relating to specific time-limited projects, please tick this box to confirm that you are aware of the scope/scale of the project to be carried out under this licence.

Signature

Date

Name in BLOCK CAPITALS

### **Data Protection Act 1998 - Privacy Notice**

The Department processes all personal data in accordance with the provisions of the Data Protection Act 1998. The personal data which you provide in the application form and that provided by your referees will be used to inform the Department of your suitability to hold a licence under The Conservation (Natural Habitats, etc.) Regulations (Northern Ireland) 1995 (as amended) and/or The Wildlife (Northern Ireland) Order 1985 (as amended). The Department will hold the information only as long as is necessary for that purpose. The Department will not make any unauthorised disclosure of this information to any person or body.

However, it may be necessary to release information relating to your application in response to a request for information under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004. Where such a request is received, the Department will consult you prior to making its decision whether any such information would be disclosed.