

How to apply for or renew a standard, specialised or advanced licence

This guide explains how to apply for or renew a standard, specialised or advanced licence using Online Services.

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How to apply for or renew a standard, specialised or advanced licence

Purpose

This guideline explains how to use Online Services to apply for or renew a:

- Standard licence
- Specialised licence
- Advanced licence

This guideline covers how to:

- submit an application for a standard, specialised or advanced licence through the Wildlife Permissions Hub
- renew a standard, specialised or advanced licence through the Wildlife Permissions Hub.

Background

Licence eligibility and restrictions

Under the Nature Conservation (Animals) Regulation 2020 (the Animals Regulation), the Department of the Environment, Tourism, Science and Innovation (the department) may grant or automatically issue a standard, specialised or advanced licence if the applicant meets the requirements for that licence.

The Animals Regulation does **not** allow a person to hold more than one of these licence types at the same time and places other restrictions on the granting of these licences.

Note: Applications to keep dangerous animals under a specialised or advanced licence are **not** automatically issued and must be assessed by the department.

Licence Types

The following outlines what the holder of a standard, specialised or advanced licence can and cannot do under the relevant licence:

Standard Licence

- Can keep up to 10 class 1 animals.
- **Cannot** breed animals held under the licence.
- **Cannot** sell or give away an animal within 6 months of acquiring it unless approved by the department.

Specialised Licence (non-dangerous animals)

- Can keep up to 50 class 1 and class 2 animals (including birds, reptiles and amphibians) and an unlimited number of protected scorpions and spiders.
- **Cannot** keep dangerous animals.
- Can breed animals held under the licence, as long as the maximum number of animals allowed under the licence is **not** exceeded.
- **Cannot** sell or give away an animal within 6 months of acquiring it unless approved by the department.

Specialised Licence (dangerous animals)

- Can keep up to 50 class 1 and class 2 animals (birds, reptiles and amphibians) and an unlimited number of protected scorpions and spiders.
- Can keep up to 50 dangerous animals.

How to apply for or renew a standard, specialised or advanced licence

- Can breed animals held under the licence, as long as the maximum number of animals allowed under the licence is **not** exceeded.
- **Cannot** sell or give away an animal within 6 months of acquiring it unless approved by the department.

Advanced Licence (non-dangerous animals)

- Can keep an unlimited number of class 1 and class 2 animals.
- **Cannot** keep dangerous animals.
- Can breed animals held under the licence.
- Can sell or give away an animal within 6 months of acquiring it without approval from the department.

Advanced Licence (dangerous animals)

- Can keep an unlimited number of class 1 and class 2 animals.
- Can keep up to 50 dangerous animals, unless approved for more by the department.
- Can breed animals held under the licence.
- Can sell or give away an animal within 6 months of acquiring it without approval from the department.

Note: If you are unsure which licence best suits your circumstances, use the **What animals can I keep?**

Species licence search tool on the Queensland Government website (<https://www.qld.gov.au/> - search: What animals can I keep?).

Getting started

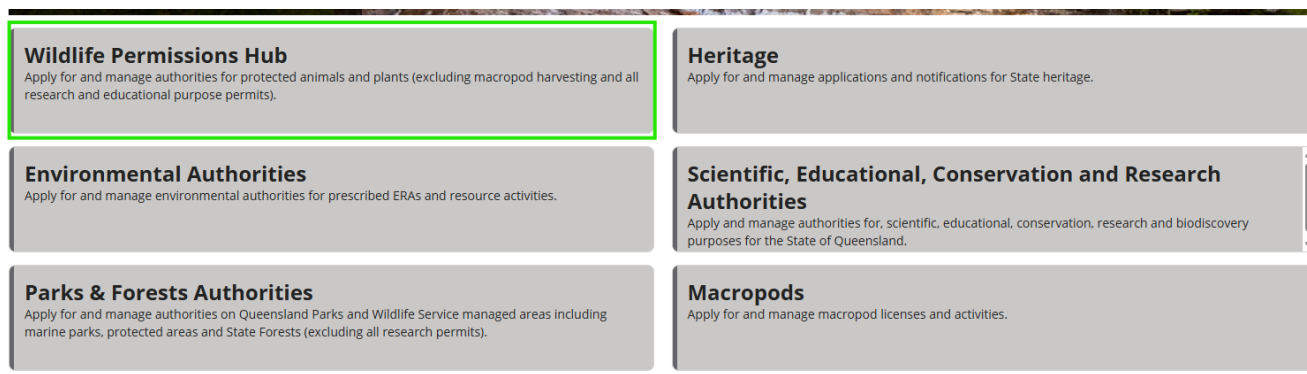
To apply for or renew a standard, specialised or advanced licence, you will need an Online Services account.

To register, manage your application, or log into your account, visit the Online Services webpage (<https://www.business.qld.gov.au/running-business/environment/online-services>).

To access user guides, visit the Queensland Government website (<https://www.qld.gov.au/> - search: User guides for Online Services).

Wildlife Permissions Hub

After logging in, select **Wildlife Permissions Hub** from the available options.



How to apply for or renew a standard, specialised or advanced licence

Finding your way around the Wildlife Permissions Hub

Customer Details – Update email addresses, phone numbers and contact details. To change information that appears on your licence, you must submit an amendment application. **Note:** You must have a Queensland address to apply for these licences.

Change Area or Customer – Switch to another hub to access information relating to other dealings with the department.

Apply for a new Authority – Start a new application through the Wildlife Permissions Hub.

Authorities – View authorities that have been issued to you.

Records – Access copies of your applications, authorities, receipts and, where applicable, return records.

New application

Apply for a new standard, specialised or advanced licence

How to apply for or renew a standard, specialised or advanced licence

Navigating the application

Once you move past the first page of the application, you will see the following buttons at the bottom of each page:



- **Back** – Returns to the previous page.
- **Cancel** – Cancels the application.
- **Delete Application** – Deletes the application.
- **Validate** – Checks that all required information has been completed correctly on the current page.
- **Save and Close** – Saves the application so you can return to it later.
- **Next** – Moves to the next page of the application.

Getting Started tab

After selecting **Apply for a new Authority**, the **Getting Started** page will open. This page contains important information about the application process and allows you to select the licence type you want to apply for.

Click the chevron (>) on the right-hand side of the screen to view additional information about:

- How to complete the form
- The Assessment Process
- Privacy Statement
- Authority Type

Select the authority type you want to apply for from the drop-down list:

- Standard licence
- Specialised licence
- Advanced licence.

Wildlife Authority Permits - New

 A screenshot of a web application interface. On the left is a blue sidebar with a 'Getting Started >' button. The main content area is titled 'Getting Started' and contains three blue horizontal bars with white text and right-pointing chevrons: 'How to complete the form', 'The Assessment Process', and 'Privacy Statement'. Below these is a section titled 'Authority Type' with the instruction 'Select Relevant Authority Type' and 'Choose your authority type. This will dynamically change the following form questions about your proposed authority.' It features a dropdown menu with the placeholder text '--Select a value--'. A green rectangular box highlights the right side of the page, including the chevrons on the blue bars and the dropdown arrow.

How to apply for or renew a standard, specialised or advanced licence

Once you have selected a licence type, additional information will be displayed. Review this information and click the link provided to ensure you are applying for the correct licence.

Authority Type

Select Relevant Authority Type

Choose your authority type. This will dynamically change the following form questions about your proposed authority.

Standard Licence

- Use this application if you wish to keep up to a maximum total of 10 class 1 animals.
 - The standard licence holder is prevented from trading an animal within six (6) months of acquisition.
 - the standard licence holder is not authorised to breed animals in their possession.
- For more information, see [Licences to keep, use or display native animals](#)

NEXT

General Information tab

The **General Information** tab contains questions about your suitability to hold a licence.

Read each question carefully and select the response that applies to you, then click **Next**.

Wildlife Authority Permits - New - Standard Licence

Application Reference: A-STND-NEW-100853467

General Information >

Project General Details

Activities & Location Details

Other Details

Review

Declaration

Application Reference A-STND-NEW-100853467

Status DRAFT

Outcome -

Legal Entity  Matt Harris

Authority Type Standard Licence

Application Type New

Application

Lodgement Date

Applicant Suitability

An authority may only be issued if the applicant is considered a suitable person as prescribed under either or all of the authorising Acts or subordinate regulations relevant to this application.

Note: An associate, of a person whose suitability to hold a wildlife authority is being considered, means –

1. If the person is a corporation – each executive officer of the corporation; or
2. If the person is an individual – another person who
 - (i) is, or is intended to be, regularly or usually in charge of the individual's activity or business, or proposed activity or business, that relates, or is intended to relate, to the authority; or
 - (ii) regularly directs staff for the activity or business in their duties; or
 - (iii) is, or is intended to be, in a position to control or substantially influence the activity or business, or proposed activity or business.

1. During the past three (3) years, have you (or an associate) been convicted of:

- (i) an offence against the Nature Conservation Act 1992 (the Act); or
- (ii) an animal welfare offence under the Animal Care and Protection Act 2001; or
- (iii) an offence relating to wildlife, however described, against another Act, or under the law of another State or country?

2. During the past three (3) years, have you (or an associate) accumulated 10 or more demerit points for an offence against the Act?

3. Within the past three (3) years, have you (or an associate) had an animal authority suspended or cancelled under the Act?

4. During the past three (3) years, have you (or an associate), had an equivalent animal authority, however described, suspended or cancelled under the law of another jurisdiction?

- ☐ Yes - One or more of the above criteria applies to me. Note: An assessment officer will contact you to discuss your situation further.
- ☐ No - The above criteria do not apply to me.

[← BACK](#) [CANCEL](#) [DELETE APPLICATION](#) [VALIDATE](#)

[SAVE & CLOSE](#) [> NEXT](#)

Project General Details tab

Application Contacts and Parties

Select an existing contact from the drop-down list or add a new contact where required.

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Note: Once a contact has been added, it will be available to select from the drop-down list in other contact fields.

Wildlife Authority Permits - New - Standard Licence

Application Reference: A-STND-NEW-100833467

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[General Information](#)
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Project General Details

Application Contacts and Parties

MANAGE CUSTOMER CONTACTS

~ Person in Charge

Details of the person nominated to be in charge of the place(s) where the authorised activity is to be undertaken. The registered address is legally required for the serving of notices. It is the address of a person and cannot be a post office box.

Select from your existing contacts or use the link below to add a new contact

Matt Harris

~ Application Contact

An alternative contact nominated by the legal entity which has submitted, or will in future submit, applications to be assessed by the department. All departmental correspondence relating to the assessment of applications will be directed to the application contact, however, if the application results in the issuing of a relevant authority, the relevant authority will be sent to the customer contact or if nominated, the primary contact.

Select from your existing contacts or use the link below to add a new contact

Matt Harris

~ Authorised Signatory

Person(s) authorised to sign on behalf of the legal entity. If you are applying as an individual, please provide your own contact details.

[← BACK](#)
[CANCEL](#)
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[VALIDATE](#)

[SAVE & CLOSE](#)
[> NEXT](#)

If you are applying on behalf of a company, you must have a Queensland office address.

Wildlife Authority Permits - New - Advanced Licence

Application Reference: A-ADVC-NEW-100853511

[Getting Started](#)
[General Information](#)
[Project General Details >](#)
[Activities & Location Details](#)
[Other Details](#)

Project General Details

Company Office

The chief executive is prevented from granting an application for an animal authority or a plant authority to a corporation unless the corporation has an office in the State.

Please provide the address of your company office in the State of Queensland.

Address ⓘ *Please enter a partial address then click the 'Search Address' button*

Activities & Location Details tab

Activity – Click the **Activity** field or select the down arrow to view the available activity options for the selected licence type.

Locations – Enter the Queensland location where the animal(s) will be kept. This can be a street address or lot on plan.

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Wildlife Authority Permits - New - Standard Licence

Application Reference: A-STND-NEW-100833467

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[Activities & Location Details >](#)
[Other Details](#)
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Activity

A standard licence only allows class 1 animals. For a full list of class 1 and class 2 animals please refer to [Schedule 3 of the Nature Conservation \(Animals\) Regulation 2020](#).

Activity Selection

Activity

Keep and use live Class 1 animals

Locations

Provide the location (physical address or Lot Plan) within Queensland where the animals will be kept. This authority can be granted for one place only. An address must not be a post office box.

Location Selection

Location Type

---Select location type---

Selected locations

Address	Type
Ground Floor 400 George St Brisbane City Qld 4000	Physical Street Address

[← BACK](#)
[CANCEL](#)
[DELETE APPLICATION](#)
[VALIDATE](#)

[SAVE & CLOSE](#)
[→ NEXT](#)

Once completed, click **Next**.

If you select **Keep and use live Class 1 and Class 2 animals, including Dangerous animals**, your application will require assessment by the department before a decision can be made.

Activity Selection

Activity

Keep and use live Class 1 and Class 2 animals, including Dangerous animals

Once the activity is selected, click **Next**.

Other Details tab

Code of Practice – Click the links to download and read the relevant Code of Practice, then acknowledge that you have read it.

Requirement for record keeping – Select the record keeping option you will use. Standard, specialised or advanced licence holders must maintain complete, accurate and legible records in Online Services, unless written approval has been granted by the chief executive to use and maintain a hard-copy record book. Records must be updated within 72 hours of an event occurring (e.g. when an animal is acquired, sold, given away or dies).

Note: Guidance on using the online record book is available in the Guideline – Completing your online record book (<https://www.qld.gov.au/> - search: User guides for Online Services).

If you are seeking approval to use paper (hard-copy) records, you must select a valid reason why you cannot use the online record book.

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Wildlife Authority Permits - New - Standard Licence

Application Reference: A-STND-NEW-100853467

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Other Details

Code of Practice

- Code of Practice - Captive reptile and amphibian husbandry
- Code of Practice - Aviculture

I acknowledge that the holder of a native animal keeping licence must keep and use an authorised animal in a way that ensures the likelihood of escape, injury or ill-health of the animal is minimised. The holder complies with this requirement if the holder complies with a departmental code of practice to the extent the code of practice states how the likelihood of escape, injury or ill-health of the animal may be minimised. The holder may also minimise the likelihood of escape, injury or ill-health in other ways.

I also acknowledge that the holder of a native animal keeping licence is required to comply with the General conditions in chapter 4 of the Nature Conservation (Animals) Regulation 2020

☐ Acknowledged

Requirement for record keeping

Online record keeping (via the department's online licensing system) is required for standard, specialised, and advanced licences, unless the licence holder is approved by the chief executive to use paper records because of exceptional circumstances.

Select the record keeping system you will use.

☒ I will use the online record keeping system (recommended)

☐ I want to seek approval to use paper record keeping because of exceptional circumstances.

< BACK
CANCEL
DELETE APPLICATION
VALIDATE

SAVE & CLOSE
> NEXT

Additional requirements for dangerous animal applications

If you have selected to keep dangerous animals (i.e. dangerous snakes) under a specialised or advanced licence, you will be required to answer additional questions and upload supporting information. Before completing this section, you must read the [Assessment Guideline - Application to keep dangerous animals under specialised or advanced licences](#).

Applying to keep dangerous snakes on a specialised or advanced licence

Applications for dangerous snakes will be assessed in accordance with the [Assessment guideline for applications to keep dangerous snakes on specialised and advanced licences](#). Applicants are advised to read the guideline prior to providing supporting information.

- What level dangerous snakes does the application refer to?
- ☐ Tier 1 – First-level dangerous snakes
- ☒ Tier 1 and Tier 2 – First and second-level dangerous snakes.
- ☐ Tier 1, Tier 2 and Tier 3 – First, second and third-level dangerous snakes.

You will also be required to acknowledge the limit on the number of dangerous snakes that may be kept.

Acknowledgement of dangerous snake licence requirements

All applications for the keeping of dangerous snakes are limited to a default maximum of 50 dangerous snakes, unless the applicant for an advanced licence can demonstrate that they can safely keep more than 50 of the animals. Approval to keep over 50 dangerous snakes will only be given in limited circumstances. I have read and understood that limits may apply to the maximum number of dangerous snakes which may be kept under a specialised or advanced licence.

☐ I have read and understood that limits may apply to the maximum number of dangerous snakes which may be kept under a specialised or advanced licence.

Be prepared to upload the following information and supporting documents so the department can assess your application. Each item must be uploaded separately when you reach the relevant question.

- First aid equipment (e.g. a minimum of 2 rolled crepe bandages)
- Pictogram or other instructions outlining appropriate first aid response
- Handling certificate
- Evidence of handling and husbandry skills
- Individual housing of elapids
- Evidence of experience cleaning and maintaining enclosures housing dangerous snakes
- Evidence that all enclosures and rooms housing dangerous snakes are snake-proof (with gaps no bigger than 1 millimetre in width)

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- Labelling of all closures with the species, common name and number of occupants
- Equipment, which may include a hook, grasping tongs, hoop bag, jigger/head press, feeding tongs / forceps, clear tubes or hide box.

Review tab

When you reach the **Review** tab, any unanswered questions will be identified by an exclamation mark (!). The tab containing the missing information will also be highlighted.

Wildlife Authority Permits - New - Standard Licence

Application Reference: A-STND-NEW-100853467

Review

The following sections have unanswered questions
General Information: Applicant Suitability - During the past three (3) years, have you (or an associate) been convicted of:(i) an offence against the Nature Conservation Act 1992 (the Act); or(ii) an animal welfare offence under the Animal Care...

General Information EDIT

Following question/s have not been answered in this section:
During the past three (3) years, have you (or an associate) been convicted of:(i) an offence against the Nature Conservation Act 1992 (the Act); or(ii) an animal welfare offence under the Animal Care...

Details	
Application Reference	A-STND-NEW-100853467
Status	DRAFT
Authority Type	Standard Licence
Application Type	New
Application Created Date	12/06/2026
Application Lodgment Date	
Outcome	
Legal Entity	
Applicant Suitability	

If all questions have been answered, you will see a screen like this:

Wildlife Authority Permits - New - Standard Licence

Application Reference: A-STND-NEW-100853467

Review

General Information

Details

Application Reference	A-STND-NEW-100853467	Authority Type	Standard Licence
Status	DRAFT	Application Type	New
Outcome		Application Created Date	12/06/2026
Legal Entity		Application Lodgment Date	
Applicant Suitability			

An authority may only be issued if the applicant is considered a suitable person as prescribed under either or all of the authorising Acts or subor

Note: An associate, of a person whose suitability to hold a wildlife authority is being considered, means –
1. If the person is a corporation – each executive officer of the corporation; or

Declaration tab

Read and respond to the **Authority Holders Certification Statement** and the **Applicant Consent**. Once completed, click **Submit**.

Note: Applications requiring assessment may involve information being provided to a third party as part of the assessment process.

How to apply for or renew a standard, specialised or advanced licence

Wildlife Authority Permits - New - Standard Licence

Application Reference: A-STND-NEW-100833467

Getting Started

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Declaration >

Declaration

Authority Holder's Certification Statement

I do solemnly and sincerely declare the information provided is true and correct to the best of my knowledge and I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths Act 1867.

I understand that the personal information I have provided will be disclosed to Native Title Body Corporates with an IMA, ILUA or other joint management agreement over the areas that I have applied for, for the purposes of the department consulting with or seeking the consent of that organisation.

☒ Accepted

Applicant Consent

If not covered in the privacy statement or the above declaration, do you consent to this application and any supporting documentation being passed onto a third party as part of the assessment process.

☒ Yes

☐ No

[< BACK](#) [CANCEL](#) [DELETE APPLICATION](#) [VALIDATE](#)

[SAVE & CLOSE](#) [NEXT >](#) [SUBMIT](#)

Payment

A summary of the application fee will be displayed. Once you have reviewed the fee, click **Submit** to proceed to payment.

You will then be redirected to the payment portal to complete your application. Enter your payment details and click **Pay Now**.

Application fee for A-STND-NEW-100872154

Make payments for invoice reference 7038819

Invoice Item Details				
Quantity	Description	Unit Price (excl GST)	Total (excl GST)	Total
1	Standard Licence	68.20	68.20	\$68.20
Total Amount Payable				\$68.20
The total price includes GST of:				\$8.00

We accept all major credit cards: MasterCard and Visa

Please enter your card details below to proceed with payment

Card Number

Expiry Date

CVN

[CANCEL](#) [PAY NOW](#)

Application submitted

Once your application has been submitted, you will see a confirmation screen similar to the example below. Click **OK**.

[HOME](#) [CUSTOMER DETAILS](#) [HELP](#) [Online Services](#) [MH](#) [Queensland Government](#) [applan](#)

Application Submission

Your authority application **A-STND-NEW-100853467** has been successfully submitted. Subject to suitability checks by our online system, your permit will be issued automatically and should be available in approximately 15 minutes. Please return to Online Services shortly to view and/or download your permit documents by navigating to Authorities, clicking the authority reference for the granted permit, and navigating to Documents.

If you answered 'Yes' to the Applicant Suitability question, or a history of suspended or cancelled licences or permits is detected, your application will undergo assessment. You will be informed when the assessment of your application is complete.

If you have any questions, including if your application has not been automatically granted within 15 minutes when you believe it should have been, please contact wildlife@dets.qld.gov.au

[OK](#)

Note: Standard, specialised and advanced licence applications that do not require assessment are generally issued automatically. In most cases, your licence will be available in Online Services within 15 minutes.

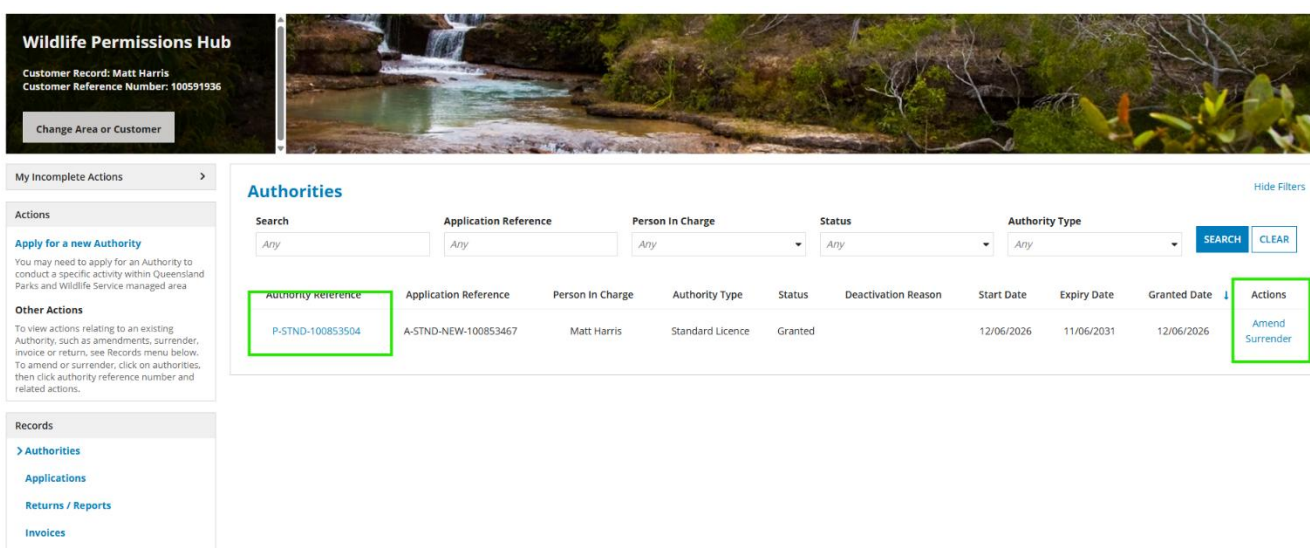
How to apply for or renew a standard, specialised or advanced licence

Applications requiring assessment, such as those involving dangerous animals or where suitably checks are required, will be referred to the department for assessment. The assessment process may take up to 40 business days.

Viewing your licence

If your licence has been issued automatically, it will appear in the **Authorities** section of the Wildlife Permissions Hub. Available actions, such as amendment, surrender and renewal, will appear under the **Actions** column.

Note: A renewal option will appear 3 months before your licence expires.



Wildlife Permissions Hub
Customer Record: Matt Harris
Customer Reference Number: 100591936
Change Area or Customer

My Incomplete Actions

Authorities Hide Filters

Search: Any Application Reference: Any Person In Charge: Any Status: Any Authority Type: Any SEARCH CLEAR

Authority Reference	Application Reference	Person In Charge	Authority Type	Status	Deactivation Reason	Start Date	Expiry Date	Granted Date	Actions
P-STND-100853504	A-STND-NEW-100853467	Matt Harris	Standard Licence	Granted		12/06/2026	11/06/2031	12/06/2026	Amend Surrender

Records

- [Authorities](#)
- [Applications](#)
- [Returns / Reports](#)
- [Invoices](#)

To view your licence and notice of issue, click the **Authority Reference Number**, then select **Documents**.

Wildlife Authority Permits: Standard Licence, Authority Reference: P-STND-100853504

Summary Related Actions

General Information

Authority Details

Application Reference	A-STND-NEW-100853467	Authority Type	Standard Licence
Authority Reference	P-STND-100853504	Application Type	New
Status	Granted	Application Lodgement Date	12 Jun 2026
Outcome	Approved	Start Date	12 Jun 2026
Legal Entity	100591936	Expiry Date	11 Jun 2031
		Deactivation Reason	

Click the relevant link to view or download a copy of your permit or notice of issue.

Wildlife Authority Permits: Standard Licence, Authority Reference: P-STND-100853504

Summary Related Actions

Documents

- 1. Notice of Issue**
Click the link above to retrieve the document
- 2. WA Permit**
Click the link above to retrieve the document

How to apply for or renew a standard, specialised or advanced licence

Renewals

Renewing your licence

Log into Online Services and select **Authorities** under **Records**. Available actions for your licence will appear in the **Actions** column.

Note: The **Renew** option will **not** be available until 3 months before your licence expires.

Important: Expired licences cannot be renewed. If your licence expires before you submit a renewal application, you will need to apply for a new licence.

To start your renewal application, select **Renew** from the **Actions** column.

The screenshot shows the Wildlife Permits Hub interface. On the left, there's a sidebar with 'My Incomplete Actions' and 'Actions' sections. The main area displays a table of 'Authorities'. The table has columns: Application Reference, Person in Charge, Authority Type, Status, Deactivation Reason, Start Date, Expiry Date, Granted Date, and Actions. The 'Actions' column for the first row (Application Reference: A-SPEC-RNW-100872164) shows 'Amend', 'Renew', and 'Surrender' options. The 'Renew' option is highlighted with a red box.

Getting Started tab

As part of a renewal application, you can choose to upgrade, downgrade or keep your current licence. Select the appropriate option and click **Next**.

Specialised Upgrade/Downgrade

The screenshot shows the 'Specialised Upgrade/Downgrade' section. It contains a text box with instructions: 'A standard, specialised or advanced licence can be upgraded or downgraded upon renewal. Please review these licence options here: Licences to keep, use or display native animals or contact wildlife@desi.qld.gov.au if you have any questions about these licences.' Below this, there are three radio buttons: 'Upgrade', 'Downgrade', and 'No change'. The 'No change' option is selected. A 'NEXT' button is visible on the right side.

General Information tab

Read each question carefully and select the response that applies to you, then click **Next**.

The screenshot shows the 'General Information' tab in the 'Wildlife Authority Permits - Renew / Continue - Specialised Licence' section. The left sidebar has 'General Information' selected. The main area displays a table with details: Application Reference (A-SPEC-RNW-100872173), Authority Reference (P-SPEC-100872164), Status (DRAFT), Outcome (-), and Legal Entity (DEPARTMENT OF PRIMARY INDUSTRIES). Below the table, there's a section for 'Applicant Suitability' with a text box containing instructions: 'An authority may only be issued if the applicant is considered a suitable person as prescribed under either or all of the authorising Acts or subordinate regulations relevant to this application.' Below this, there are four numbered questions regarding the applicant's suitability, each with a 'Yes' or 'No' radio button. The 'No' option for the first question is selected. At the bottom, there are buttons for 'BACK', 'CANCEL', 'DELETE APPLICATION', 'VALIDATE', 'SAVE & CLOSE', and 'NEXT'.

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Project General Details tab

Information from your current licence should be pre-populated. Review the details and update any information that has changed.

Wildlife Authority Permits - Renew / Continue - Specialised Licence

Application Reference: A-SPEC-RNW-100872173

Getting Started
General Information
Project General Details >
Activities & Location Details
Other Details
Review
Declaration

Project General Details

Term of the Authority

Your authority will be dated for 5 years from date of approval, as prescribed in the Nature Conservation (Animals) Regulation 2020. If manually assessed, it can take up to 40 business days to d

Company Office

The chief executive is prevented from granting an application for an animal authority or a plant authority to a corporation unless the corporation has an office in the State.

Please provide the address of your company office in the State of Queensland.

Address

Level 1 400 George St BRISBANE CITY QLD 4000

Application Contacts and Parties

MANAGE CUSTOMER CONTACTS

Person in Charge

Activities & Location Details tab

Review the activity and location details. Update any information that has changed.

Wildlife Authority Permits - Renew / Continue - Specialised Licence

Application Reference: A-SPEC-RNW-100872173

Getting Started
General Information
Project General Details
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Activities & Location Details

Activity

For a full list of class 1 and class 2 animals please refer to [Schedule 3 of the Nature Conservation \(Animals\) Regulation 2020](#). A dangerous animal is a class 2 animal stated to be a "dangerous animal" in schedule 3, part 3 of the Nature Conservation (Animals) Regulation 2020. Currently the only dangerous animals are snakes (Elapidae). You will be asked further questions and required to provide evidence of your suitability to handle dangerous snakes if you choose this option.

Activity Selection

Activity

Keep and use live Class 1 and Class 2 animals, including Dangerous animals

Locations

Provide the location (physical address or Lot Plan) within Queensland where the animals will be kept. This authority can be granted for one place only. An address must not be a post office box.

Location Selection

Location Type

Physical Street Address

Selected locations

Address	Type
62 Layard St HOLLAND PARK QLD 4121	Physical Street Address

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How to apply for or renew a standard, specialised or advanced licence

Other Details tab

Information from your current licence should be pre-populated. If you are upgrading or downgrading your licence as part of the renewal application, additional questions may be displayed. You will also need to re-acknowledge the Code of Practice and record keeping requirements.

Wildlife Authority Permits - Renew / Continue - Specialised Licence

Application Reference: A-SPEC-RNW-100872173

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Other Details

Code of Practice

- Code of Practice - Captive reptile and amphibian husbandry
- Code of Practice - Aviculture

☒ I acknowledge that the holder of a native animal keeping licence must keep and use an authorised animal in a way that ensures the likelihood of escape, injury or ill-health of the animal is minimised. The holder complies with this requirement if the holder complies with a departmental code of practice to the extent the code of practice states how the likelihood of escape, injury or ill-health of the animal may be minimised. The holder may also minimise the likelihood of escape, injury or ill-health in other ways.
☒ I also acknowledge that the holder of a native animal keeping licence is required to comply with the General conditions in chapter 4 of the Nature Conservation (Animals) Regulation 2020

Requirement for record keeping

Online record keeping (via the department's online licensing system) is required for standard, specialised, and advanced licences, unless the licence holder is approved by the chief executive to use paper records because of exceptional circumstances.

Select the record keeping system you will use.

☒ I will use the online record keeping system (recommended)
☐ I want to seek approval to use paper record keeping because of exceptional circumstances.

Return of Operations

For a specialised licence, the Return of Operations form must be submitted to the department every three (3) months for the duration of the permit and again upon expiry.

☒ Acknowledged

Applying to keep dangerous snakes on a specialised or advanced licence

Applications for dangerous snakes will be assessed in accordance with the [Assessment guideline for applications to keep dangerous snakes on specialised and advanced licences](#). Applicants are advised to read the guideline prior to providing supporting information.

What level dangerous snakes does the application refer to?

☒ Tier 1 - First-level dangerous snakes
☐ Tier 1 and Tier 2 - First and second-level dangerous snakes.
☐ Tier 1, Tier 2 and Tier 3 - First, second and third-level dangerous snakes.

Outline your experience with keeping snakes, particularly keeping dangerous snakes.
For example, have you previously kept snakes, including dangerous snakes under a licence or volunteered with other licence holders.

* Please

Review tab

Provides an overview of your renewal application. Any unanswered questions will be identified by an exclamation mark (!). The tab containing the missing information will also be highlighted.

Wildlife Authority Permits - Renew / Continue - Specialised Licence

Application Reference: A-SPEC-RNW-100872173

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General Information

Details		Authority Type	
Application Reference	A-SPEC-RNW-100872173	Authority Type	Specialised Licence
Status	DRAFT	Application Type	Renew / Continue
Outcome		Application Created Date	19/08/2026
Legal Entity		Application Lodgment Date	

Applicant Suitability

An authority may only be issued if the applicant is considered a suitable person as prescribed under either or all of the authorising Acts or subordinate regulations relevant to this application.

Note: An associate, of a person whose suitability to hold a wildlife authority is being considered, means -

1. if the person is a corporation - each executive officer of the corporation; or
2. if the person is an individual - another person who
 - (i) is, or is intended to be, regularly or usually in charge of the individual's activity or business, or proposed activity or business, that relates, or is intended to relate, to the authority; or
 - (ii) regularly directs staff for the activity or business in their duties; or
 - (iii) is, or is intended to be, in a position to control or substantially influence the activity or business, or proposed activity or business.

1. During the past three (3) years, have you (or an associate) been convicted of:
 - (i) an offence against the Nature Conservation Act 1992 (the Act); or
 - (ii) an animal welfare offence under the Animal Care and Protection Act 2001; or
 - (iii) an offence relating to wildlife, however described, against another Act, or under the law of another State or country?
2. During the past three (3) years, have you (or an associate) accumulated 10 or more demerit points for an offence against the Act?
3. Within the past three (3) years, have you (or an associate) had an animal authority suspended or cancelled under the Act?
4. During the past three (3) years, have you (or an associate), had an equivalent animal authority, however described, suspended or cancelled under the law of another jurisdiction?

No - The above criteria do not apply to me.

Project General Details

Term of the Authority

Your authority will be dated for 5 years from date of approval, as prescribed in the Nature Conservation (Animals) Regulation 2020. If manually assessed, it can take up to 40 business days to decide.

Company Office

How to apply for or renew a standard, specialised or advanced licence

Declaration tab

Read and respond to the **Authority Holders Certification Statement** and the **Applicant Consent**. Once completed, click **Submit**.

Wildlife Authority Permits - Renew / Continue - Specialised Licence

Application Reference: A-SPEC-RNW-100872173

Getting Started

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Declaration

Authority Holder's Certification Statement

I do solemnly and sincerely declare the information provided is true and correct to the best of my knowledge and I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths Act 1867.

☒ Accepted

Applicant Consent

If not covered by the privacy statement or the above declaration, do you consent to this application and any supporting documentation being passed onto a third party to assist with the assessment of your application?

☐ Yes

☒ No

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SUBMIT

Payment

A summary of the renewal fee will be displayed. Review the fee and click **Next**.

Fee details for - A-SPEC-RNW-100872173

Invoice Item Details					
Quantity	Description	Unit Price (excl GST)	Total (excl GST)	GST	Total
1	Specialised Licence	\$365.10	\$365.10		\$365.10
Total Amount Payable					\$365.10
The total price includes GST of:					\$0.00

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NEXT

Enter your payment details and click **Pay Now**.

Application fee for A-SPEC-RNW-100872173

Make payment for invoice reference 7059827

Invoice Item Details

Quantity

Description

Unit Price (excl GST)

Total (excl GST)

GST

Total

1

Specialised Licence

\$365.10

\$365.10

\$365.10

Total Amount Payable

\$365.10

The total price includes GST of:

\$0.00

We accept all major credit cards: MasterCard and Visa



Please enter your card details below to proceed with payment

Card Number

Expiry Date

CVN

MM

YY

CANCEL

PAY NOW

Application submitted

Once your application has been submitted, you will see a confirmation screen similar to the example below.

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Queensland Government

applian

Application Submission

Your authority application **A-STND-NEW-100853467** has been successfully submitted. Subject to suitability checks by our online system, your permit will be issued automatically and should be available in approximately 15 minutes. Please return to Online Services shortly to view and/or download your permit documents by navigating to Authorities, clicking the authority reference for the granted permit, and navigating to Documents.

If you answered 'Yes' to the Applicant Suitability question, or a history of suspended or cancelled licences or permits is detected, your application will undergo assessment. You will be informed when the assessment of your application is complete.

If you have any questions, including if your application has not been automatically granted within 15 minutes when you believe it should have been, please contact wildlife@detl.qld.gov.au

OK

Note: Renewal applications that do not require assessment are generally processed automatically. In most cases, your renewed licence will be available in Online Services within 15 minutes.

Renewal applications requiring assessment, such as those involving dangerous animals or where suitably checks are required, will be referred to the department for assessment. The assessment process may take up to 40 business days.

How to apply for or renew a standard, specialised or advanced licence

Viewing your licence

If your licence renewal has been issued automatically, it will appear in the **Authorities** section of the Wildlife Permissions Hub. Available actions, such as amendment and surrender, will appear under the **Actions** column.

Applications

Search: Status: Authority Type: Application Type: Outcome:

Application Reference	Applicant	Authority Type	Application Type	Lodgement Date	Status	Outcome
A-SPEC-NEW-100872161	Matt Harris	Specialised Licence	New	19/08/2026	Closed	Approved
A-SPEC-RNW-100872173	Matt Harris	Specialised Licence	Renew / Continue	19/08/2026	Submitted	

Records
Applications
Authorities
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For permit and licensing enquiries, ☎ 1300 130 372 (Option 6) ✉ authorisations@detsi.qld.gov.au
For support regarding operation of the Wildlife (WPS) ☎ 13 74 68 ✉ enquiries@wps@detsi.qld.gov.au
For technical assistance, ☎ 1300 130 372 (Option 6) ✉ digital@detsi.qld.gov.au
Business hours: 9:00am to 5:00pm Monday to Friday, excluding public holidays.

Support

To learn more about Online Services and how to register, visit the Queensland Government website (<https://www.qld.gov.au/> - search: How to register for Online Services).

For more information about applying for a licence or renewing an existing licence, please contact the Permits and Licensing team:

General Enquiries: 1300 130 372 (option 4)

Email: palm@detsi.qld.gov.au

For technical support and access issues, please contact the Technical Support team:

Technical Support: 1300 130 372 (option 6)

Email: digital@detsi.qld.gov.au

For more information about keeping native animals, visit the Queensland Government website (<https://www.qld.gov.au/> - search: Keeping native animals).

Human Rights Act 2019 compatibility

The department is committed to respecting, protecting and promoting human rights. Under the [Human Rights Act 2019](#), the department has an obligation to act and make decisions in a way that is compatible with human rights and, when making a decision, to give proper consideration to human rights. When acting or making a decision under this guideline, officers must comply with that obligation (refer to [Comply with Human Rights Act](#)).