**Instructions: Note that after completing and signing this form, it should be uploaded as an attachment to a transfer variation in RRAM.**

**Licence Number:**

|  |
| --- |
|  |

(Licence type and number: eg. Exploration Licence 1234)

**Name, address, contact phone, and email address of current licensee(s) (the “transferor(s)”):**

|  |  |  |
| --- | --- | --- |
| **1. Surname or Company name:** | | **ACN (for all companies):** |
|  | |  |
| **Given name(s) (if applicable):** | **Mr/Mrs/Ms (if applicable):** | **Date of birth (for individuals):** |
|  |  |  |
| **Number and street name: (do not provide a Post Box number. Must be registered office address if a company)** | | |
|  | | |
| **Suburb:** | **State:** | **Postcode:** |
|  |  |  |
| **Email:** | | **Telephone:** |
|  | |  |
| **2. Surname or Company name:** | | **ACN (for all companies):** |
|  | |  |
| **Given name(s) (if applicable):** | **Mr/Mrs/Ms (if applicable):** | **Date of birth (for individuals):** |
|  |  |  |
| **Number and street name: (do not provide a Post Box number. Must be registered office address if a company)** | | |
|  | | |
| **Suburb:** | **State:** | **Postcode:** |
|  |  |  |
| **Email:** | | **Telephone:** |
|  | |  |

Note: if there are more than two current licensees, please attach details on a separate page

|  |  |
| --- | --- |
| Subject to the Registration of Transfer of this licence under the provisions of the *Mineral Resources (Sustainable Development) Act 1990*, I/We the Licensee(s) **HEREBY TRANSFER TO** the Transferee(s) described here, all rights and obligations under the licence. | |
| **Name:** | **Signature:** |
|  |  |
| **Witness Name:** | **Signature:** |
|  |  |
| **Name:** | **Signature:** |
|  |  |
| **Witness Name:** | **Signature:** |
|  |  |

Section 127(1) of the *Corporations Act 2001 (Cth)* states that:

A company may execute a document without using a common seal if the document is signed by:  
 (a) 2 directors of the company; or  
 (b) a director and the company secretary; or  
 (c) for a proprietary company that has a sole director who is also the sole secretary—that director.

**Name, address, contact phone, and email address of proposed transferee(s) (the “transferee(s)”):**

Transfer applications can only be made in the name of individual(s) or a company. Transfer applications cannot be made under trading name(s).

|  |  |  |
| --- | --- | --- |
| **1. Surname or Company name:** | | **ACN (for all companies):** |
|  | |  |
| **Given name(s) (if applicable):** | **Mr/Mrs/Ms (if applicable):** | **Date of birth (for individuals):** |
|  |  |  |
| **Number and street name: (do not provide a Post Box number. Must be registered office address if a company)** | | |
|  | | |
| **Suburb:** | **State:** | **Postcode:** |
|  |  |  |
| **Email:** | | **Telephone:** |
|  | |  |
| **2. Surname or Company name:** | | **ACN (for all companies):** |
|  | |  |
| **Given name(s) (if applicable):** | **Mr/Mrs/Ms (if applicable):** | **Date of birth (for individuals):** |
|  |  |  |
| **Number and street name: (do not provide a Post Box number. Must be registered office address if a company)** | | |
|  | | |
| **Suburb:** | **State:** | **Postcode:** |
|  |  |  |
| **Email:** | | **Telephone:** |
|  | |  |

Note: if there are more than two transferees, please attach details on a separate page

|  |  |
| --- | --- |
| Subject to the Registration of Transfer of this licence under the provisions of the *Mineral Resources (Sustainable Development) Act 1990*, I/We **the transferee(s) HEREBY ACCEPTS** the said transfer and holds itself responsible for compliance with the *Mineral Resources (Sustainable Development) Act 1990* and the Regulations and the terms and conditions under which the said licence is granted. | |
| **Name:** | **Signature:** |
|  |  |
| **Witness Name:** | **Signature:** |
|  |  |
| **Name:** | **Signature:** |
|  |  |
| **Witness Name:** | **Signature:** |
|  |  |
| **Date:**  ***(please ensure that this document has been dated, otherwise it will be returned for amendment)*** | |

Section 127(1) of the *Corporations Act 2001 (Cth)* states that:

A company may execute a document without using a common seal if the document is signed by:  
 (a) 2 directors of the company; or  
 (b) a director and the company secretary; or  
 (c) for a proprietary company that has a sole director who is also the sole secretary—that director.

**TO BE COMPLETED BY THE PROPOSED TRANSFEREE(S):**

**Question 1. Contact details and correspondence address**

|  |  |  |
| --- | --- | --- |
| *(Please tick one)*  Transferee | Employee | Agent |
| **Name:** | | |
|  | | |
| **Position (if employee):** | | |
|  | | |
| **Address for correspondence:** | | |
|  | | |
| **Telephone:** | **Mobile:** | **Email:** |
|  |  |  |

**Question 2. Indicate your experience in exploration and mining activities**

|  |
| --- |
| *(Please tick one of the following)* |
| I/We have previously held a minerals tenement in Victoria under the name given in Question 1 (go to Question 3) |
| I/We have previously held a minerals tenement in Victoria under another name (provide details below) |
| I/We have previously held a minerals tenement outside of Victoria (provide location and type of most recently held tenement(s) and describe operation below) |
| I/We have not previously held a minerals tenement (provide details of your knowledge and relevant exploration/mining experience below) |
|  |

**Question 3. Expertise of person(s), including the transferee(s), undertaking the exploration or mining activities**

|  |  |
| --- | --- |
| **Technical Advisor 1.** | |
| **Name:** | |
|  | |
| **Address:** | |
|  | |
| **Telephone:** | **Email:** |
|  |  |
| **Qualifications:** | |
|  | |
| **Employee of transferee(s)** *(please tick one)* | |
| Yes | No  *(you must attach a statement of agreement from the non-employee technical advisor to assist the transferee in the proposed program of work)* |
| **Technical Advisor 2.** | |
| **Name:** | |
|  | |
| **Address:** | |
|  | |
| **Telephone:** | **Email:** |
|  |  |
| **Qualifications:** | |
|  | |
| **Employee of transferee(s)** *(please tick one)* | |
| Yes | No  *(you must attach a statement of agreement from the non-employee technical advisor to assist the transferee in the proposed program of work)* |

**For the purposes of Questions 4 and 5, section 16(4) of the *Mineral Resources (Sustainable Development) Act 1990* defines the term “associate” as “a director, partner, trustee, executive officer, secretary or any other officer or person associated or connected with the ownership, administration or management of the applicant's business.”**

**Question 4. Is the transferee or any associates of the transferee**

|  |
| --- |
| *(Please tick as appropriate)* |
| An undischarged bankrupt  Under administration  In receivership  None of the above |

**Question 5. Has the transferee or any associates of the transferee**

|  |  |
| --- | --- |
| *(Please answer “yes” or “no” to each question)* | |
| **Been removed from the Australian Stock Exchange (ASX) for breaches of the listing rules within the last 5 years?** | |
| Yes | No |
| **Been deregistered by the Australian Securities and Investments Commission (ASIC) or has been deregistered within the last 5 years?** | |
| Yes | No |

**Question 6. Evidence of financial capacity to meet the expenditure requirements of the licence**

|  |  |  |
| --- | --- | --- |
| In assessing your financial capacity, the department compares your 'Assets' against your 'Liabilities' to establish your net assets which are measured against the required expenditure for the first **two** years, i.e. the net assets must meet or exceed the required expenditure.  Please complete the section below that is relevant to you, and provide amounts in Australian dollars (you must provide a value for each section and state “not applicable” if it is not applicable)  *All information relating to financial details must be no older than six months at the time the information is submitted.*  You must attach evidence to support each asset, and formal letters from any financial guarantors (if applicable). Unacceptable assets may include unlisted shares, personal or investment property, fixed assets (other than mining plant and equipment), and accounts receivable or other debts.  *Note: The department reserves the right to pursue whatever information that is necessary for the Minister to be satisfied that the applicant meets the requirements of section 15(6) of the Mineral Resources (Sustainable Development) Act 1990.* | | |
| **1. Company (with audited financial report)** | | |
| Are you a company with net assets over $50 million? | | |
| Yes - you do not need to provide details in the space provided below if you provide your most recent audited financial report | No - you must provide details in the spaces provided below |
| **Assets:** | | |
| **a. Net equity (obtained from balance sheet)** | $ |
| **b. Professional expertise in lieu of expenditure** | $ |
| **c. Line of credit from a recognised financial institution** | $ |
| **d. Prospectus (must be underwritten)** | $ |
| **Total:** | **$** |
| **Liabilities:** | |
| **e. Expenditure commitment for two years** | $ |
| **Total:** | **$** |
| **Net financial position (Assets - Liabilities):** | **$** |
| **Note: Companies should attach their most recent audited financial report to the Australian Stock Exchange, as well as providing details in the spaces provided above:**   * **For No Liability companies, this will be your most recent quarterly report.** * **For Limited companies, this will be your most recent half-yearly report.** | |

|  |  |
| --- | --- |
| **2. Individual/Company (without audited financial report)** | |
| **Assets:** | |
| **a. Bank statement (current - must be less than six months old)** | $ |
| **b. Professional expertise in lieu of expenditure** | $ |
| **c. Line of credit from a recognised financial institution** | $ |
| **d. Prospectus (must be underwritten)** | $ |
| **e. List of plant and equipment owned by transferee** | $ |
| **f. Shares certificates - value of listed shares held in other entities at current market price (selling)** | $ |
| **Total:** | **$** |
| **Liabilities:** | |
| **g. Expenditure commitment required for this licence for the next two years** | $ |
| **h. Expenditure commitment for other granted licences (Victoria and elsewhere) for the next two years)** | $ |
| **Total:** | **$** |
| **Net financial position (Assets - Liabilities):** | **$** |
| **Note:**   * **All applicants must provide a current bank statement that is less than six months old. Bank statements must include the following information: bank name, account name, account balance, statement date.** * **List of plant and equipment can only be included provided it is owned by the applicant and it is to be used for activities on this application.** * **The licensee’s own labour can be counted as expenditure up to an amount of $25,000 per year, depending on experience and qualifications. In such cases, there is also a need to demonstrate financial capacity to a minimum of $10,000 in the categories a) to d) above.** | |

**Question 7. Proposed program of work**

The transferee must attach an updated proposed program of work for this licence that addresses the following points:

* The nature of the work to be undertaken; and
* The location and focus of the proposed exploration activities, as far as is practicable; and
* The nature of the targets that the program seeks to delineate; and
* The geological rationale behind the proposed program; and
* The proposed timing schedule for the exploration program for each remaining year of the licence.

**Transferee Declaration:**

|  |  |  |
| --- | --- | --- |
| Attachments:  *(Please tick as appropriate)* | | |
| List of Directors of the Company (if transferee is a company) | | |
| Copy of Certificate of Registration of Company (if transferee is a company) | | |
| Signed authorisation for Agent to act on behalf of the transferee | | |
| Statement of agreement from all non-employee technical advisors to assist the transferee in the proposed program of work | | |
| Evidence of financial capacity | | |
| Proposed program of work | | |
| Written evidence that the person signing this declaration is authorised to do so on behalf of the transferee | | |
| Other attachments (provide details): | | |
|  | | |
| **I/We declare that to the best of my/our knowledge that all the information that I/we have given is true and correct** | | |
| *(Please tick one)*  Transferee Director | Transferee Secretary | Transferee Authorised Person |
| **Name:** | | |
|  | | |
| **Position (if employee):** | | |
|  | | |
| **Signature:** | | |
|  | | |
| **Date:** | | |
|  | | |

**General Information**

In accordance with regulation 36 of the *Mineral Resources (Sustainable Development) (Mineral Industries) Regulations 2019* a prescribed fee is required to accompany the transfer application.

The transferee must also have public liability insurance before doing any work on the licence.

The transferee must work in accordance with the approved work plan for the licence. Any variation to the work plan requires approval and registration of a variation to the work plan

The department will return any existing rehabilitation bond on the licence after a valid replacement bond has been lodged and the transfer has been approved.

The department reserves the right to pursue whatever information that is necessary for the Minister to be satisfied that the transferee meets the requirements of Section 15(6) of the *Mineral Resources (Sustainable Development) Act 1990*.

The transferee takes responsibility for any issues of non-compliance with the Act or Regulations or licence conditions related to this licence unless these issues are resolved before the transfer is approved.

**Privacy Statement**

The personal information on this form, and any authority that is issued following processing of this form, will be stored and used by the Department of Environment, Energy and Climate Action for the purposes of administering the *Mineral Resources (Sustainable Development) Act 1990* (the Act). You have the right of access to this information by contacting the Earth Resources Information Centre, Level 15, 1 Spring Street, Melbourne VIC 3000. The information may be disclosed to other government organisations for the purpose of administering or enforcing the Act or a relevant Act, and to the public for the purpose of land use advice.