|  |
| --- |
| **Retain a copy of this form for your records.**  To be read in conjunction with the exemption application considerations and the procedure document Applying for a single-use plastic exemption. For further information please refer to the *Environmental Protection (Prohibited Plastics and Balloons) Regulations 2018*.  If there is insufficient room on any part of this form, continue on a separate page and attach to this form, numbering ALL pages.  Incomplete or illegible applications will not be processed. If you are unsure about completing any part of this application, please contact the Department of Water and Environmental Regulation (DWER) at  [plastic-action@dwer.wa.gov.au](mailto:plastic-action@dwer.wa.gov.au) or +61 8 6364 7000. |

| Part 1: Applicant details | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1.1 | **Applicant type**  *[Select ONE option only]* | Sole trader (Individual)  Company  Local Government authority  State Government authority  Other: Click or tap here to enter text. | | | | | | | |
| 1.2 | **Applicant/company name (full legal name/s):**  The proposed holder of the exemption. | Click or tap here to enter text. | | | | | | | |
|  | **ACN (if applicable):** | Click or tap here to enter text. | | **ABN (if applicable)** | | Click or tap here to enter text. | | | |
| 1.3 | **Trading as (if applicable):** | Click or tap here to enter text. | | | | | | | |
| 1.4 | **Phone number:** | Click or tap here to enter text. | | | | | | | |
| 1.5 | **Email address:** | Click or tap here to enter text. | | | | | | | |
| 1.6 | **Registered office address, as registered with the Australian Securities and Investments Commission (ASIC):**  This must be a physical address to which a regulatory document may be delivered. | Click or tap here to enter text. | | | | | | | |
| 1.7 | **Postal address for all other correspondence:**  If different from section 1.6. | Click or tap here to enter text. | | | | | | | |
| 1.8 | **Authorised representative details:**  The person authorised to receive correspondence and documents on behalf of the applicant under the EP Act and Regulations.  Where ‘yes’ is selected, all correspondence will be sent via email to the address provided.  Where ‘no’ has been selected documents will be posted in hard copy to the postal/ business address specified in section 1.7. Other correspondence may still be sent to you via email. | Salutation | Click or tap here to enter text. | | | | | | |
| Name | Click or tap here to enter text. | | | | | | |
| Position | Click or tap here to enter text. | | | | | | |
| Contact address | Click or tap here to enter text. | | | | | | |
| Telephone | Click or tap here to enter text. | | Mobile | | Click or tap here to enter text. | | |
| Email | Click or tap here to enter text. | | | | | | |
| *I consent to all written correspondence between myself (the applicant) and DWER, regarding the subject of this application, being provided via email using the address I have provided.* | | | | | | **Yes** | **No** |
|  |  |
| **Attachments** | |  | | | | | | **N/A** | **Yes** |
| 1.9 | **Attachment 1A: ASIC company extract** | A current company information extract (not the company information summary) purchased from the ASIC website(s) for all new applications/registrations has been provided and labelled as Attachment 1A. | | | | | |  |  |
| 1.10 | **Attachment 1B: Authorisation to act as representative of the occupier** | For company/business applications:  A copy of the documentation authorising the applicant to act on the company’s behalf as their authorised agent/representative has been provided and labelled as Attachment 1B. | | | | | |  |  |

| Part 2: Exemption request details | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 2.1 | | **This is an application for exemption relating to a:**  *[Select one or more options]* | | Prescribed drinking straw  Prescribed plastic cup  Prescribed plastic bowl  Prescribed plastic plate  Prescribed plastic cutlery  Prescribed plastic drink stirrer  Prescribed expanded polystyrene (EPS) takeaway food container  Prescribed non-polystyrene plastic food container | | | | |
| 2.2 | | **This application is made for the following reason:**  *[Select ONE option only.  Multiple applications must be provided on separate Application Forms]* | | Health and/or hygiene requirement  Safety and/or security requirement  Clinical and/or medical need  Disability service need  Awaiting Australian composting standard (AS4736:2006 or AS5810:2010) certification  Unavoidable supply chain issues  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| 2.3 | **Item(s) for which the exemption is sought (to be provided as Attachment 2A):** Please provide a list and details of each product for which the exemption is sought using Attachment 2A of this application form. You may use your own tables or spreadsheets if required, using the same headings and to provide the same level of information. Where there are large product ranges, please consider grouping these items as per the instruction and examples provided in the table. | | | | | | | |
| 2.4 | **Detailed description of the reason for seeking exemption (to be provided as a separate attachment, Attachment 2B):**  In drafting your description, please refer to the table of exemption application considerations available at [www.wa.gov.au/service/environment/business-and-community-assistance/western-australias-plan-plastics](http://www.wa.gov.au/service/environment/business-and-community-assistance/western-australias-plan-plastics).  Please attach any additional information that may assist DWER to assess your exemption application. | | | | | | | |
| 2.54 | **How long is the exemption required (in months)?** Please provide an estimated exemption end date. | | | | Click or tap here to enter text. | | | |
| 2.6 | **Where an exemption is being sought until certification under AS4736 or AS5810 is granted**, you must provide: | | | | | |  | |
| 1. evidence of European Certification or equivalent already granted; and | | | | | |  | |
| 1. evidence of progress towards certification under the Australian Standards. | | | | | |  | |
| 2.7 | **Where an exemption is being sought for unavoidable supply chain issues,** a phase-out plan is required to demonstrate how the existing products will be transitioned over the requested exemption timeframe to compliance with the regulations. | | | | | |  | |
| **Attachments** | | |  | | | | |
| 2.8 | | **Attachment 2A: List of items** | A list of the items for which the exemption is sought and information about their composition, volume, source and intended supply. | | |  | |
| 2.9 | | **Attachment 2B: Exemption request information** | A description of the reason the exemption is being sought for each prescribed item (as per section 2.3), is provided as Attachment 2B. | | |  | |
| 2.10 | | **Attachment 2C: Evidence for certification application (if applicable)** | Evidence of certification under EU standards and to demonstrate that an application for certification under Australian Standards 4736:2006 or 5810:2010 has been made and accepted. | | |  | |
| 2.11 | | **Attachment 2D: Phase out plan** | For exemption applications related to unavoidable supply chain issues, a phase out plan is required to be provided as Attachment 2D. | | |  | |

| Part 3: Submission of any other relevant information | | | | |
| --- | --- | --- | --- | --- |
| **Attachments** | | | **No** | **Yes** |
| 3.1 | **Attachment 3: Additional information submitted** | Where additional documentation is submitted, please specify the name of documents below. |  |  |
|  | List title of additional document(s) attached: | Click or tap here to enter text. | | |

| Part 4: Commercially sensitive or confidential information | | |
| --- | --- | --- |
| All information which you consider is exempt from public disclosure must be separately placed in a redacted version of the application form and its supporting documentation. Grounds for claiming exemption from public disclosure in accordance with Schedule 1 to the *Freedom of Information Act 1992* must be specified in **Attachment 4**. | **Attached** | **N/A** |
|  |  |

|  |
| --- |
| Part 5: Declaration and signature |
| **General**  I/We confirm and acknowledge that:   * the information contained in this application is true and correct and I/we acknowledge that knowingly providing information which is false or misleading in a material particular constitutes an offence under section 112 of the *Environmental Protection Act 1986* (WA) and may incur a penalty of up to $50,000 * I/we have legal authority to sign on behalf of the applicant (where authorisation provided); * I/we have not altered the requirements and instructions set out in this application form * I/we have provided a valid email address in Part 1 for receipt of correspondence electronically via email from DWER in relation to this application and acknowledge that successful delivery to my/your server constitutes receipt of correspondence sent electronically via email from DWER in relation to this application; and * I/we have provided a valid postal and/or business address in Part 1 for the service of all regulatory documents.   **Publication**  I/We confirm and acknowledge:   * this application (including all attachments apart from the sections identified in Attachment 4) is a public document and may be published * all necessary consents for the publication of information have been obtained from third parties * information considered exempt from public disclosure has been noted by redaction of a separately provided copy of the completed application form and its supporting documentation (in accordance with Part 4), with reasons as to why the information should be exempt in accordance with the grounds specified in Schedule 1 to the *Freedom of Information Act 1992* (WA) being provided in Attachment 4 * subsequent information provided in relation to this application will be a public document and may be published unless written notice has been given to DWER by the applicant, at the time the information is provided, claiming that the information is considered exempt from public disclosure; and * the decision to not publish information will be at the discretion of the CEO in accordance with the *Freedom of Information Act 1992* (WA). |
| |  |  |  | | --- | --- | --- | |  |  |  | | Signature |  | Date | | Click or tap here to enter text. |  | Click or tap here to enter text. | | Name |  |  | | Click or tap here to enter text. |  |  | | Position |  |  | | Click or tap here to enter text. |  |  | | Signature |  | Date | | Click or tap here to enter text. |  | Click or tap here to enter text. | | Name |  |  | | Click or tap here to enter text. |  |  | | Position |  |  | |
| Click or tap here to enter text. |

**NOTE: This form may be signed:**

* **if the applicant is a sole trader/ individual, by the individual;**
* **if the applicant is a corporation, by:**
  + **the common seal being affixed in accordance with the *Corporations Act 2001* (Cth); or**
  + **two directors; or**
  + **a director and a company secretary; or**
  + **if a proprietary company has a sole director who is also the sole company secretary, by that director; and**
* **by a person with legal authority to sign on behalf of the applicant.**

|  |  |
| --- | --- |
| **Part 6: Submission of application** | |
| **INSTRUCTIONS:**  **Check one of the boxes below to nominate how you will submit your application.**  **Files larger than 50 MB cannot be received via email by DWER. Files larger than 50 MB can be sent via file transfer. Please contact DWER to make other arrangements.** | |
| A complete, signed, electronic copy of the application form including all attachments has been submitted via email to [plastic-action@dwer.wa.gov.au](mailto:plastic-action@dwer.wa.gov.au)  **OR** |  |
| A signed, electronic copy of the application form has been submitted via email to [plastic‑action@dwer.wa.gov.au](mailto:plasticaction@dwer.wa.gov.au) and attachments have been submitted via file transfer, or electronically by other means as arranged with DWER  **OR** |  |
| A complete, signed hard copy has been sent to:  EXEMPTION APPLICATION SUBMISSIONS  Plastics Action Team Department of Water and Environmental Regulation Locked Bag 10 Joondalup DC WA 6919 |  |

**ATTACHMENT 2A – Products for which the exemption is sought**

| **Information about the products for which the exemption is sought** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Please provide as much detail as you can for each product.  For large volumes of products where there are items from the same manufacturer and they have the same ingredients and composition, please categorise these products into groups up to the maximum gsm, weight or thickness in that product range.  If you require additional space to add more products please add rows to the spreadsheet below or attach additional spreadsheets detailing this information. You may provide this information in your own table or spreadsheets where the headings and information are provided as detailed below. | | | | | | |
| **Ungrouped individual products** | | | | | | |
|  | Prescribed plastic type (e.g. plastic cup, bowl, cutlery etc) | Brand name, product name and SKU | Manufacturer/Supplier and their address | Full composition and ingredient list of product including:   * base materials; * linings; * inks; * adhesives; and * binders.   and max weight, grammage, density or thickness | Estimated quantity to be supplied to WA during exemption period requested | For wholesaler and suppliers:  Main customers/markets sold to\* |
| **1** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **2** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **3** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Grouped products** | | | | | | |
|  | Prescribed plastic type (e.g. plastic cup, bowl, cutlery etc) | Brand name, product name and SKU range | Manufacturer/Supplier and their address | Full composition and ingredient list of product including:   * base materials; * linings; * inks; * adhesives; and * binders.   and max weight, grammage, density or thickness | Estimated quantity to be supplied to WA during exemption period requested | For wholesaler and suppliers:  Main customers/markets sold to\* |
| **1** | *e.g XX product range clear plastic cup* | *Candy’s Cups, clear party cups*   * *10 pk SKU: 111* * *20pk SKU: 1111* * *50pk: SKU 11111* | *Candy’s party cup pty ltd*  *10 Candy street, Candytown WA 6000* | *100% polyethylene* | *10,000 per month* | *Kandymart*  *Kandycorner*  *Candyland* |
| **2** | *Eg XX product range*  *plates* | *Ben’s partyware, PLA lined paperboard plates*   * *Blue 10pk SKU 11* * *Blue 20pk SKU 111* * *Blue stripe 10pk SKU 1111* * *Blue stripe 20pk, SKU 11111 etc* | Ben’s party warehouse… | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **3** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **4** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **5** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **6** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **7** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **8** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **9** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

\* Note – this information helps to identify stores and businesses selling the exempt items.

**ATTACHMENT 4 – Confidential or commercially sensitive information**

| Request for exemption from publication | | | |
| --- | --- | --- | --- |
| Information which you consider should not be published, on the grounds of a relevant exemption found in Schedule 1 to the *Freedom of Information Act 1992* (WA), must be specified in this attachment. Add additional rows as required. | | | |
| **NOT FOR PUBLICATION IF GROUNDS FOR EXEMPTION ARE DETERMINED TO BE ACCEPTABLE** | | | |
| Section of this form: | Click or tap here to enter text. | Grounds for claiming exemption: | Click or tap here to enter text. |
| Section of this form: | Click or tap here to enter text. | Grounds for claiming exemption: | Click or tap here to enter text. |
| Section of this form: | Click or tap here to enter text. | Grounds for claiming exemption: | Click or tap here to enter text. |
| Click or tap here to enter text.  Full Name  Click or tap here to enter text. Click or tap here to enter text.  Signature Date | | | |