How to use this Interactive Form

Step 1: Download this pdf to your computer and rename using a description of your function.

Step 2: Fill out the form electronically.

Step 3: SAVE.

Step 4: Send application by clicking on email address at end of form. Make sure to attach saved application to your email.

ROTTNEST ISLAND AUTHORITY

Privacy Notice

The Rottnest Island Authority (RIA) collects this personal information to:

- Issue you with appropriate permits and conditions; or
- To advise that permissions are not granted

We may share this information with other areas within RIA, external agencies or third parties to provide them information on what permissions you have been given in relation to the importation of flora.

You are required to provide this information to allow appropriate permissions to be issued under the *Rottnest Island Regulations 1988*.

If you choose not to provide the required personal information we will be unable to process your application to import flora.

For further details on how RIA manage your personal information, you can read the **Privacy Policy**. If you have any questions about how your personal information will be handled, or if you would like to access your personal information, please contact RIA on (+61 8) 9432 9300 or email **privacy.rottnest@dbca.wa.gov.au**.

ROTTNEST ISLAND AUTHORITY

Request to Import Flora and Plant Material onto Wadjemup / Rottnest Island

In accordance with Rottnest Island Authority's *Rottnest Island Regulations* 1988 Regulation 41B (2) any importation of flora on Wadjemup / Rottnest Island requires the approval of the Rottnest Island Authority (RIA).

As per Section 5.1 the Biosecurity Flora Importation Policy, it is the importer's responsibility to ensure that the flora supplier engaged is suitably certified. As per Section 5.2 of the Biosecurity – Importation of Flora Guidelines, soil or flora not determined as weed, pest, disease and pathogen free, will either be disposed of, or sent back to the mainland at the contractor's cost.

Rottnest Island adheres to the Department of Primary Industries and Regional Development (DPIRD) Pest Control Notice for the management of Polyphagous Shot Hole Borer (PSHB). Wadjemup / Rottnest Island is now included in the PSHB Quarantine Area, and the requirements of this apply to the island and importation of materials.

Project Manager (Importer)

Reason for importation: _____

Rottnest Island delivery address: _____

Arrival date and time: _____

Name of supplier: _____

What materials will you be importing: ☐ Plants ☐ Mulch* ☐ Sand ☐ Soil ☐ Grass

Has DPIRD permission to import for plants been sourced? ☐ Yes ☐ No

(DPIRD permission must be sourced before submission of this form)

**Mulch should be 2.5cm or smaller OR left sitting for at least 1 month prior to importation*

Ground Disturbance Form completed: ☐ Yes ☐ No

Supporting Documentation Checklist

☐ Nursery industry certification (florists to provide for cut flowers). Approved industry certifications:

(Check all boxes that apply)

- Nursery Industry Accreditation Scheme Australia (NIASA)
- Australian Association of Bush Regenerators (AABR)
- Nursery and Garden Industry Australia (NGIA)

☐ Negative *Phytophthora* testing certificate

☐ DPIRD permission to import plant materials

☐ Signed confirmation letter from supplier that materials are weed, pest, disease, and pathogen free

Inspection Request Date

All plants must be inspected prior to importation to the island. Inspections are carried out at Pelagic Marine, between the hours of: ☐ 8 am to 8:30 am or ☐ 4 pm to 4:30 pm **(please tick appropriate box)**

Date of inspection required: _____

Date and time of your Pelagic Marine booking: _____

Species to be Imported List

No declared weeds as listed by Department of Agriculture or environmental weeds will be permitted.
Department of Agriculture

Genus & Species Name **For example: Dittrichia viscosa**	**Local Name**

I _____ **(full name)** confirm that the imported flora specified, adheres to the Rottnest Island Authority Biosecurity Flora Importation Policy, and I have included all the relevant supporting documentation.

Signature: _____ Date: _____

Please return to Rottnest Island Authority at

rottnest.compliance@dbca.wa.gov.au