To apply online, please go to ACUPs Online at <https://chemical.agriculture.vic.gov.au/>

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| **1. Applicant details** | | | | | | | |
| If you currently hold an ACUP, please state the permit number (see notes overleaf) | | | | | |  | |
| Applicant name |  | | | | | | |
| Postal address |  | | | | | | |
| Town/suburb |  | | State |  | Postcode | |  |
| Telephone (business hrs) |  | | Fax |  | | | |
| Mobile |  | | Email |  | | | |
| Date of birth | Day |  | Month |  | Year | |  |

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| --- | --- |
| **2. Training (see *Explanatory notes* overleaf)  Please attach a copy of course certificate** | |
| Name of training course |  |

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| --- | --- |
| **3. Have you, or any business that you have been associated with, been convicted of an offence under any of the following Acts within the previous ten years?** | |
| *Agricultural and Veterinary Chemicals (Control of Use) Act 1992, Drugs Poisons and Controlled Substances Act 1981, Dangerous Goods Act 1985, Occupational Health and Safety Act 2004, Environment Protection Act 2017 (formerly the Environment Protection Act 1970), Public Health and Wellbeing Act 2008.* | Yes (if YES, please attach details of each conviction)  No |

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| **4. Declaration** |
| I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_declare the information I have provided above is true and correct to the best of my knowledge.  Signed: Date: / / |
| **Privacy statement:** The Department of Energy, Environment and Climate Action (DEECA) is committed to protecting personal information provided by you in accordance with the information privacy principles of the *Privacy and Data Protection Act 2014*. The DEECA Information Privacy Policy is available online at [www.deeca.vic.gov.au](http://www.deeca.vic.gov.au). The personal information on this application form will be stored and used by DEECA for the purposes of administering the *Agricultural and Veterinary Chemicals (Control of Use) Act 1992*. You have the right of access to this information by contacting DEECA at the address on this form. The information may be disclosed to another Australian government organisation for the purpose of administering or enforcing the law. If you do not provide the information required by this form DEECA will not be able to process your application. |

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| **5. Payment of application fee** | | | | | |
| The application fee for an Agricultural Chemical User Permit as at 1 July 2023 is **$60.40** (3.8 Fee Units as per the *Monetary Units Act 2004*). This value will change on 30 June annually.If you already hold an ACUP authorising the use of other agricultural chemicals, you are not required to pay the application fee. | | | | | |
| Please select and make a payment by one of the following means: | | | | | |
| **CHEQUE/**  **MONEY ORDER** | Enclose a cheque/money order for the full amount made payable to Department of Jobs, Precincts and Regions (ABN 83 295 188 244). **Note**: This fee is exempt from the GST. | | | | |
| **CREDIT CARD** | Please debit my credit card (tick which type) | | **Visa**  **Mastercard** | | |
| Card number |  | | | |
| Name on card |  | | Card expiry date | / |
| Cardholder signature |  | | Date | / / |
| Send your completed application form and payment to **Project Officer Licensing, DEECA; PO Box 2500, BENDIGO DELIVERY CENTRE VIC 3554** | | | | | |

**Explanatory notes for an Agricultural Chemical User Permit (ACUP)**

**1.** **If you already hold a valid ACUP** you are not required to pay the application fee. You will be issued a separate Copper Chromium Arsenic (CCA) ACUP at no additional cost, which will expire at the same date as your existing ACUP.

**2.** **Requirement to hold a Copper Chromium Arsenic Agricultural Chemical User Permit (ACUP)**

A person is required to hold a CCA ACUP or other form of authority (e.g., a CCA Commercial Operator Licence) to use agricultural chemicals that contain copper chromium arsenate.

If the business treats timber that it owns, employees using CCA chemicals are required to hold a CCA ACUP or be under the direct and immediate supervision of a CCA ACUP holder.

If the business treats timber owned by others for a fee or reward, the business is required to hold a CCA Commercial Operator Licence. Employees do not require a CCA Agricultural Chemical User Permit. In this instance, please refer to the CCA Commercial Operator Licence application form.

**3.** **Training requirement to obtain a CCA ACUP**

To be eligible for a CCA ACUP a person is must have completed the unit of competency detailed below, or a previous equivalent. ACUPs are issued for 10 years and no further training is required during this period to maintain the ACUP.

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| --- | --- |
| **Unit of competency** | **Unit code** |
| Treat timber | FWPSAW3242 (or previous equivalentsFWPSAW3201, FPISAW3201A or [FPISAW3201B](https://training.gov.au/Training/Details/FPISAW3201B)) |

The above unit of competency is offered by several Victorian and interstate registered training organisations.

**The supplier of CCA chemicals may be able organise a suitable training provider.**

**4.** **Supply restrictions**

A CCA ACUP (or other authority) is required to obtain chemicals containing copper chrome arsenate.

Persons under the age of 18 years cannot be issued a CCA ACUP. It is an offence to supply any Schedule 7 poison, including CCA products, to a person who is under 18 years of age.

**5. Record keeping**

Records of agricultural and veterinary chemical use must be kept in accordance with Victorian Regulations. Visit [www.agriculture.vic.gov.au/chemicals](http://www.agriculture.vic.gov.au/chemicals) for details and record keeping templates.

**For more information, contact the Customer Service Centre on 136 186 or visit** [**http://www.agriculture.vic.gov.au/chemicals**](http://www.agriculture.vic.gov.au/chemicals)