



**Postal Address:**  
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**Principal Office:**  
93 Main Street, Kapunda SA 5373

**Branch Office:**  
12 Hanson Street, Freeling SA 5372

## APPLICATION FOR BURNING PERMIT (Outside of the Fire Danger Season)

**Please allow at least a minimum of 5 working days before the proposed burn to apply for a permit.**

Pursuant to the Environment Protection (Air Quality) Policy 2016 applications must be forwarded in writing to the Council and MUST contain the following particulars: *(Please see information sheet below regarding burning requirements)*

**If you intend to complete this application online, please fill out the fields below, save the document and email the completed form as an attachment to [light@light.sa.gov.au](mailto:light@light.sa.gov.au)**

Should you have any questions, please contact Council's Fire Prevention Officers on 08 8525 3200

Section 1 – Personal Details			
First Name:		Surname:	
Address:			
Phone:		Mobile:	
Email Address:			

Section 2 – Particulars (complete all sections)		
Please provide the address of where you intend to burn: (please note your property must be 1 acre (4,000m <sup>2</sup> ) or larger)		
What is the reason for the request to burn in the open: (e.g. Disposal of prunings, Reducing the hazard of bushfire):		
What are the materials proposed to be burned: (e.g. Dead tree litter, prunings, tree prunings)		
<b>NB: The size of your heap must not exceed 3m x 3m x 1.5m, you may have more than 1 heap; however only 1 heap will be burnt at a time in order to safely manage the burning. Each heap must have a non-flammable clearance of 4m all round and overhead.</b>		
What is the estimated date you wish to commence burning? (NB: The permit will be valid up to the commencement of Fire Danger Season)		
I hereby apply for a permit to burn in the open as described above, pursuant to Environment Protection (Air Quality) Policy 2016 and will abide by the conditions on the permit. <input type="checkbox"/> Please tick box <i>(online use only)</i>	Signature:  <i>(not required for online submission)</i>	Date:

Office Use Only:	<input type="checkbox"/> APPROVED	PERMIT NO:	<input type="checkbox"/> NOT APPROVED
Authorised Officer:		Signature:	Date:

# BURNING PERMIT INFORMATION SHEET

*Environment Protection (Air Quality) Policy 2016*

## APPLICATION FOR A BURNING PERMIT (Outside of the Fire Danger Season)

The Environment Protection (Air Quality) Policy took effect in July 2016. The policy replaced the older Environment Protection (Burning) Policy.

If your property is 1 Acre or larger (4,000 square metres) you may apply for a BURNING PERMIT.

The Air Quality Policy requires that an Application for a Burning Permit be submitted in writing.  
(Please note there are no fees associated with the application or permit)

An application form can be downloaded and submitted online at the following link <http://www.light.sa.gov.au/fire> or obtained from the Kapunda or Freeling Council office.

Council's Fire Prevention Officers will attend to applications as soon as possible; however please allow at least a minimum of 5 working days before the proposed burn to apply for a permit.

Council's Fire Prevention Officers upon receipt of the completed form will contact you by phone to discuss the permit and your requirements. Generally, after contact has been made the Fire Prevention Officer will be able to prepare the permit and email it to you. Please be advised that some applications may require an Officer to come to your property to conduct an inspection.

Generally, one (1) permit will be issued and will remain valid up to the commencement of Fire Danger Season; to allow you to conduct further burning under the same circumstances and conditions.

Burning Permits will generally have the following conditions listed below: (Other than a special permit issued for a bonfire with specified conditions for burning times and size of fire).

A permit may be revoked at any time for a breach of the application and/or permit conditions.

**NOTE: A PERMIT IS NOT VALID ON A DAY OF TOTAL FIRE BAN**

*This permit is issued subject to the following conditions:*

- (a) Only dry paper, dry cardboard, dry wood or dried gardening prunings may be burnt.
- (b) The burning of wood treated with copper-chrome-arsenate or other chemical preservative or any other toxic matter is prohibited.
- (c) The holder of this permit is liable for any loss or damage caused by a fire lit and maintained under the authority of this permit.
- (d) Burning may only be carried out between 10.00 am and 6.00 pm on the day on which it is lit, not being a Sunday or public holiday. (Other than a special permit issued for a bonfire with specified conditions for burning times and size of fire).
- (e) A suitable water supply to be positioned next to the fire. If this is not possible sufficient firefighting equipment should be on hand to control the fire.
- (f) Ensure that the wind direction will not cause smoke annoyance for your neighbours.
- (g) Heaps not to exceed 3 x 3 x 1.5 metres, you may have more than 1 heap; however only 1 heap will be burnt at a time in order to safely manage the burning. Each heap must have a non-flammable clearance of 4m all round and overhead.
- (h) Minimum of 1 person must be present at the fire from the time it is lighted to the time it is completely extinguished.

Please contact Council's Fire Prevention Officers on 8525 3200 should you have any questions