



# **Application Form**

**FOR AN ELECTRICITY LICENCE UNDER THE  
*ELECTRICITY SUPPLY INDUSTRY ACT 1995***

**Version: Issue No. 5**

**July 2014**

# 1. INFORMATION FOR APPLICANTS

## 1.1 Purpose of this form

This form is to be completed by the person making an application to the Tasmanian Economic Regulator (Regulator) for the issue of a licence to authorise the operation of generation, transmission or distribution of electricity in Tasmania or retail on the Bass Strait Islands (BSI).

## 1.2 Basis for this form

The *Electricity Supply Industry Act 1995* (ESI Act) provides in section 18(1)(a) that an application for the issue of a licence must be made to the Regulator in a form approved by the Regulator. This is the form approved by the Regulator.

## 1.3 Use of this form

Licence Applicants should supply the information requested in the spaces provided in this form and enclose additional information where required. Licence Applicants should note that the Regulator may also ask applicants who have submitted a completed application form to provide further information to the Regulator, or to clarify the information that they have already provided. It is an offence under the ESI Act for a person to knowingly give false or misleading information, or documents containing false or misleading information, to the Regulator.

## 1.4 Application Fee

In accordance with Regulation 9 of the *Electricity Supply Industry Regulations 2008*, Licence Applicants are required to pay an application fee of 330 fee units.<sup>1</sup>

## 1.5 How to lodge an application

The **completed application form** and **the correct application fee** should be sent to the mailing address below:

Office of the Tasmanian Economic Regulator  
GPO Box 770  
Hobart TAS 7001

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<sup>1</sup> Please contact the Office on 03 6166 4422 to find out the value of a fee unit, which is adjusted each year in accordance with the *Fee Units Act 1997*.

## 2. THE LICENCE APPLICANT

*Licence Applicants must fill in all required information in this section.*

### 2.1 Identity of the Licence Applicant

State the full name of the Licence Applicant. The Licence Applicant is the person who will be undertaking the operations that will be the subject of the electricity licence.

Name: .....

### 2.2 Legal Identity of Licence Applicant

Provide information about the Licence Applicant, e.g. whether the Licence Applicant is a natural person or company and the Licence Applicant's Australian Company Number (ACN) and/or Australian Business Number (ABN), if applicable.

### 2.3 Address and Contact Details of Licence Applicant

Business Address: .....

State: .....

Postcode: .....

Telephone: .....

Facsimile: .....

E-mail: .....

Postal Address (if different from Business Address): .....

State: .....

Postcode: .....

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## 2.4 Contact Person on behalf of Licence Applicant

The full name of a person to whom the Regulator can direct enquiries and correspondence about the licence application. If the contact details of this person are different from the contact details of the Licence Applicant provided above, please also provide the contact details for this person.

Name: .....

Position: .....

Address: .....

State: ..... Postcode: .....

Telephone: .....

Facsimile: .....

E-mail: .....

## 3. THE LICENCE

*Licence Applicants must fill in all required information in this section.*

### 3.1 Type of Licence sought

State the type of licence sought by the Licence Applicant, e.g. retail, distribution, transmission or generation.

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### 3.2 Date from which the Licence is to take effect

If the Licence Applicant seeks to have the licence issued by a certain date, provide this date. Licence Applicants should usually allow the Regulator a minimum of eight weeks to consider an application, as a public consultation period of several weeks may form a part of the Regulator's consideration of licence applications.

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### 3.3 Nature and scope of operations for which the Licence is sought

#### **Generation:**

Licence Applicants for a generation licence should state the location of the generating plant or proposed generating plant, the expected capacity of the generating plant, the type of generation and fuel used, identify the transmission or distribution network to which the generating plant is to be connected and describe how the connection is to be made. *Note: This information should be provided in detail in the space below and as succinctly as possible in the table provided at 3.4*

#### **Transmission**

Licence Applicants for a transmission licence should state the location of the transmission network or proposed transmission network, the voltage of the network, if the transmission network is to be connected to another transmission network and details of the proposed connection.

**Distribution:**

Licence Applicants for a distribution licence should state the location of the distribution network or proposed distribution network, the voltage of the network and details of the area to be served by the distribution network.

**Retail**

Licence Applicants for a retail licence on the Bass Strait Islands should state details of their business or proposed business and details of the supply area (or proposed supply area) in which the business is to be carried on.

**3.4 Table of technical details for generation licences only**

<b>Location</b>	
<b>Generator type</b>	
<b>Capacity</b>	
<b>Voltage</b>	
<b>Frequency</b>	
<b>Contribution to the power system</b>	
<b>Connection:</b>	

## 4. SUITABILITY OF LICENCE APPLICANT TO HOLD A LICENCE

*Licence Applicants must fill in all required information in this section, except for:*

*Question 4.12, which should only be answered by Licence Applicants for a generation licence.*

*Question 4.13, which should only be answered by Licence Applicants for a distribution or transmission licence.*

### 4.1 Names and addresses of officers of the Licence Applicant

If applicable, state the names and addresses of the officers of the Licence Applicant. "Officers" may include the Licence Applicant's directors, secretary, chief executive officer and other persons that make or participate in making decisions that affect a substantial part of the business of the Licence Applicant.

Name: .....

Position: .....

Address: .....

State: ..... Postcode: .....

### 4.2 Names and addresses of major shareholders of the Licence Applicant

If applicable, state the full names and addresses of the major shareholders of the Licence Applicant.

Name: .....

Position: .....

Address: .....

State: ..... Postcode: .....

### **4.3 Existing activities of the Licence Applicant**

Provide general information about the Licence Applicant's existing activities both within and outside the electricity industry, the reasons why the Licence Applicant intends to participate in the Tasmanian electricity industry and the broad nature of that participation.

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### **4.4 Standard of honesty and integrity shown by the Licence Applicant and officers and major shareholders of the Licence Applicant**

In deciding whether the Licence Applicant is a suitable person to hold a licence, the Regulator may consider the Licence Applicant's (and its officers and major shareholders) previous commercial and other dealings and the standard of honesty and integrity shown in those dealings (including breaches of statutory and other obligations).

Is the Licence Applicant, its officers or major shareholders involved in any legal proceedings, civil or criminal, commenced or likely to be commenced in relation to the business activities of the Licence Applicant (including past proceedings)?

**Yes/No If yes, provide details:**

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### **4.5 Skills and experience of the officers of the Licence Applicant**

Provide information about the skills and experience of the officers of the Licence Applicant, especially relating to the electricity industry.

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#### **4.6 Financial resources available to the Licence Applicant**

Provide information about the financial resources available to the Licence Applicant to conduct the operations for which the Licence is sought.

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#### **4.7 Human resources available to the Licence Applicant**

Provide information about the human resources available to the Licence Applicant, for example the number, skills and experience of employees that will be involved with the licensed operations. If the Licence Applicant is to rely on another entity to provide staff and resources, a summary of the relationship between the Licence Applicant and this entity, including any formal agreements to provide services is required.

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#### **4.8 Technical resources available to the Licence Applicant**

1) Provide information about the technical resources available to the Licence Applicant, for example the details of the Licence Applicant's experience in the electricity industry. If the Licence Applicant is to rely on another entity to provide services, a summary the entity's experience in the electricity industry is required.

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2) Please confirm that the Licence Applicant is familiar with the operation of the Tasmanian electricity supply industry, and agrees to comply with the Code.

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**4.9 Licences held by the Licence Applicant in other Australian jurisdictions.**

If the Licence Applicant holds electricity licences in other Australian jurisdictions please provide details. If a licence previously held has been suspended or cancelled, please provide details.

It is noted that when a Licence Applicant already holds a licence for an activity in the Tasmanian electricity supply industry, or is making concurrent applications for such activities, the Regulator may require evidence of appropriate arrangements for accounting and functional ring-fencing in accordance with the Code and the relevant guidelines.

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**4.10 Licences held by Associates of the Licence Applicant**

If an associate of the Licence Applicant holds an electricity licence in Tasmania or in other Australian jurisdictions, please provide details.

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**4.11 Registration with Australian Energy Market Operator (AEMO).**

Please advise if the Licence Applicant is registered with AEMO and the category of registration, e.g. generator, customer, network service provider, trader or intending participant.

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**Question 4.12 only to be completed by Licence Applicants for a Generation Licence**

**4.12 Quality of Electricity Produced**

The Regulator may not issue a generation licence unless it is satisfied that the generating plant (or proposed generating plant) will generate electricity of the appropriate quality for the relevant transmission or distribution network. The Regulator will be satisfied that the electricity is of an appropriate quality if the applicant has entered into a connection agreement with the licensed operator of the relevant transmission or distribution network. Licence Applicants are asked to provide details about such a connection agreement.

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**Question 4.13 only to be completed by Licence Applicants for a Transmission or Distribution Licence**

**4.13 Safety of Network**

The Regulator may not issue a transmission or distribution licence unless it is satisfied that the transmission or distribution network (or the proposed network) will have the necessary capacity for transmitting or distributing electricity safely. Licence Applicants are therefore asked to verify that the line has been (or will be) developed in accordance with relevant Australian Industry Codes and Australian Standards, and that the relevant connection agreement has been or will be signed.

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#### **4.14 Additional Information**

If the Licence Applicant wishes to provide any additional information to support the application, please provide this information below.

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## 5. STATUTORY DECLARATION

### Statutory Declaration

I, *(insert name)* ..... of *(insert address)* .....  
..... being the *(insert position)* ..... of the  
Applicant, *(insert name of applicant)* .....  
**Hereby DECLARE** that the information contained in this application, and  
attachments thereto upon which I have placed my signature, for the grant of a *(insert  
type of licence applied for)* ..... licence under the  
*Electricity Supply Industry Act 1995* is true and correct and that I make this solemn  
declaration under the *Oaths Act 2001*.

Signed: .....

Declared at *(place)*: .....

On *(date)*: .....

Before me: .....

(Justice, commissioner for declarations or authorised person<sup>2</sup>)

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<sup>2</sup> A person authorised by regulation 4 of the *Statutory Declarations Regulations 1993* (Cwth).