



Tasmanian Heritage Council  
 GPO Box 618 Hobart Tasmania 7000  
 Tel: 1300 850 332  
[enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au)  
[www.heritage.tas.gov.au](http://www.heritage.tas.gov.au)

## INFORMATION FOR APPLICANTS:

Exemption Certificate applications are to be submitted to the Tasmanian Heritage Council, care of Heritage Tasmania:

By email: [enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au)

By post: Heritage Tasmania  
 GPO Box 618  
 Hobart TAS 7001

The receiving officer will check that the necessary information has been obtained in order for the application to be assessed. The application will be assessed once all of the required information has been received. An application will normally be determined within 7 days of all the required information having been received.

Under section 42(3) of the *Historic Cultural Heritage Act 1995*, the Heritage Council may either approve or refuse the exemption certificate application. If the application is refused, the applicant may submit a discretionary permit application for the works under section 35 of the Act. Applicants are encouraged to consult with Heritage Tasmania's advisors prior to lodging a discretionary permit application.

Please note that a copy of any certificate of exemption issued will be forwarded to the local planning authority for their information. A planning, building or plumbing permit from the local planning authority may also be required for the works. Further advice regarding these requirements should be obtained from the local planning authority.

Further information on the types of work that may be eligible for a certificate of exemption is available in the Tasmanian Heritage Council's *Works Guidelines*. The *Guidelines* can be downloaded from [www.heritage.tas.gov.au](http://www.heritage.tas.gov.au)

Please contact Heritage Tasmania on 1300 850 332 if you require further information.

<b>OFFICE USE ONLY (HERITAGE TASMANIA)</b>	
DATE RECEIVED: _____	RECEIVING OFFICER: _____
ALL NECESSARY INFORMATION RECEIVED: YES / NO	
IF NO, DATE WHEN ADDITIONAL INFORMATION REQUESTED: _____	
DATE WHEN ADDITIONAL INFORMATION WAS RECEIVED: _____	
IF APPROVED: EXEMPTION NO: _____	CERTIFICATE ISSUE DATE: _____
IF REFUSED, DATE WHEN REFUSAL WAS COMMUNICATED TO APPLICANT: _____	
THR REF: _____	FILE NO: _____