

Help Guide

How to complete a Re-registration or Change of Details

Prerequisite

Login to the Brands Online Portal

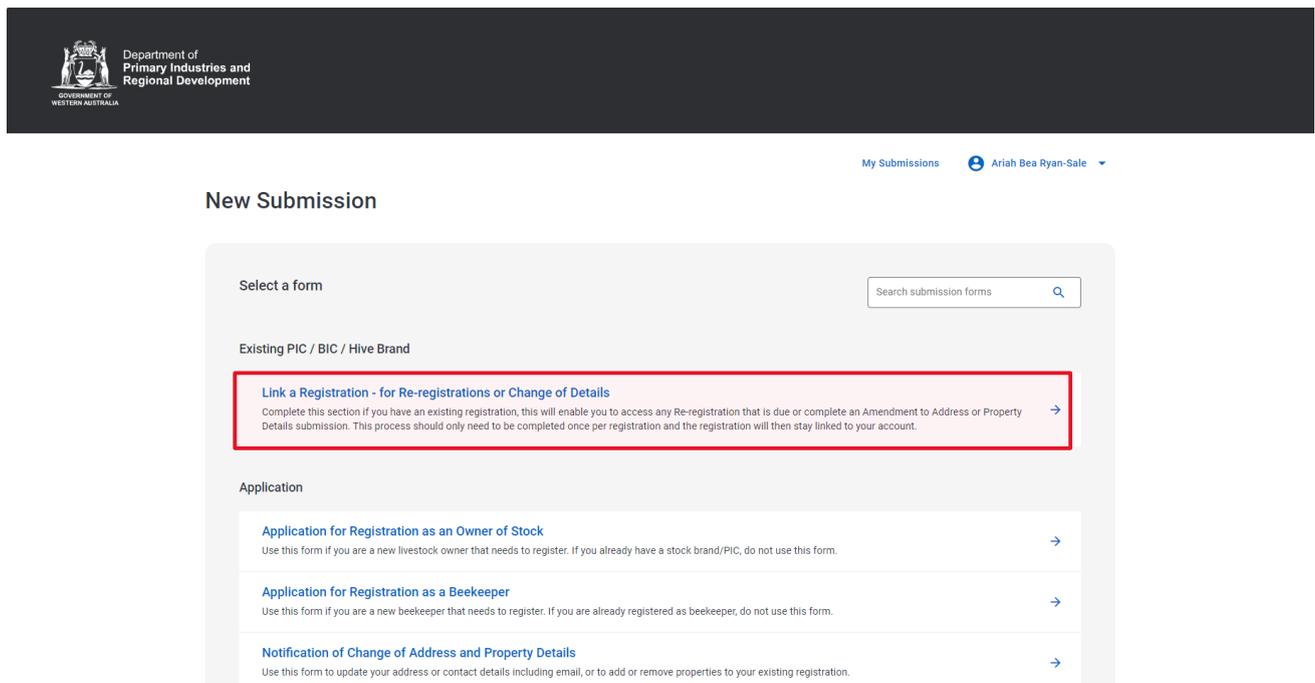
When logging into the Brands Online Portal, you will need to have a myGovID set up. If you do not have a myGovID already set up, instructions on **setting up your myGovID** are available online.

Part 1 – Link a Registration

To access any of your Re-registration/s or complete a Notification of Change of Address and Property Details, you first need to link your existing registration/s to your portal account.

The process to link a registration is explained below. For more detailed information, see the '[Link A Registration FAQs](#)' on the [Brands Online Portal for livestock and beekeeper registrations webpage](#).

Select 'Link A Registration – for Re-registrations or Change of Details' as shown below.



The screenshot shows the 'New Submission' page of the Brands Online Portal. At the top left is the Department of Primary Industries and Regional Development logo. The page title is 'New Submission'. On the right, there are links for 'My Submissions' and a user profile for 'Ariah Bea Ryan-Sale'. Below the title is a search bar labeled 'Select a form' with the placeholder text 'Search submission forms'. Underneath, there are three categories of forms: 'Existing PIC / BIC / Hive Brand', 'Application', and 'Notification of Change of Address and Property Details'. The 'Existing PIC / BIC / Hive Brand' category is expanded, showing a list of forms. The first form, 'Link a Registration - for Re-registrations or Change of Details', is highlighted with a red border. Below it are three other forms: 'Application for Registration as an Owner of Stock', 'Application for Registration as a Beekeeper', and 'Notification of Change of Address and Property Details'.

On the next screen fill in the following information as prompted, you may need to use the documents referenced in the '[Link A Registration FAQ's](#)'.

Enter your '**Registered Owner ID**'. Your Registered Owner ID is generally found on your Certificate of Registration (for recent certificates) or the first page of your Re-registration notice. If you can't find it, please contact the Brands Registration Office to request it.

[New Submission](#)

[My Submissions](#)

[Ariah Bea Ryan-Sale](#) ▾

Link a Registration - for Re-registrations or Change of Details

New Submission

Link an Existing Registration

Link Brands Livestock, Beekeeper, Non-Farming & Buyer Registrations

Once you have completed this process, you will find your linked registration(s) in the "My Registrations" tab. If you cannot see your registration(s) once completed, you may contact the brands office at brands.bunbury@dpird.wa.gov.au.

Enter your Registered Owner ID *

Your Registered Owner ID can be found on your Certificate of Registration, in the upper right-hand corner below your Certificate Number (**in bold**) or, on the first page of your Re-registration Notice.

Hive Brand, Property Identification Code (PIC) or Buyer Identification Code (BIC) *

The following details can be found on your Certificate of Registration and/or Hive/PIC/BIC Card.

In the below field, please enter your:

Hive Brand – If you are a Beekeeper.

PIC Number – If you are a Livestock Owner or Non-farming Property Operator

BIC Number – If you hold a Buyer Identification Code

Table of contents

- Link an Existing Registration
- Link Brands Livestock, Beekeeper, Non-Farming & Buyer Registrations
- Summary

Next, scroll down and enter your PIC, BIC or Hive Brand.

The pictures are on the screen to help you locate this information if you are unsure.

Link Brands Livestock, Beekeeper, Non-Farming & Buyer Registrations

Once you have completed this process, you will find your linked registration(s) in the "My Registrations" tab. If you cannot see your registration(s) once completed, you may contact the brands office at brands.bunbury@dpird.wa.gov.au.

Enter your Registered Owner ID *

Your Registered Owner ID can be found on your Certificate of Registration, in the upper right-hand corner below your Certificate Number (**in bold**) or, on the first page of your Re-registration Notice.

Hive Brand, Property Identification Code (PIC) or Buyer Identification Code (BIC) *

The following details can be found on your Certificate of Registration and/or Hive/PIC/BIC Card.

In the below field, please enter your:

Hive Brand – If you are a Beekeeper.

PIC Number – If you are a Livestock Owner or Non-farming Property Operator

BIC Number – If you hold a Buyer Identification Code

If you are a livestock owner with more than one PIC Number, you are only required to enter one PIC Number from your registration.

Note: Your PIC/BIC number or Hive Brand **must** be entered as printed on your card/certificate.



Once the above details have been completed, [Click Here](#) to begin search

Table of contents

- Link an Existing Registration
 - Link Brands Livestock, Beekeeper, Non-Farming & Buyer Registrations
- Summary

Next, select the '[Click Here](#)' button to search for your registration.

Enter your Registered Owner ID *

Your Registered Owner ID can be found on your Certificate of Registration, in the upper right-hand corner below your Certificate Number (**in bold**) or, on the first page of your Re-registration Notice.

Hive Brand, Property Identification Code (PIC) or Buyer Identification Code (BIC) *

The following details can be found on your Certificate of Registration and/or Hive/PIC/BIC Card.

In the below field, please enter your:

Hive Brand – If you are a Beekeeper.

PIC Number – If you are a Livestock Owner or Non-farming Property Operator

BIC Number – If you hold a Buyer Identification Code

If you are a livestock owner with more than one PIC Number, you are only required to enter one PIC Number from your registration.

Note: Your PIC/BIC number or Hive Brand **must** be entered as printed on your card/certificate.



Once the above details have been completed, [Click Here](#) to begin search

If the details you have entered are correct and match a current registration, the Owner Name of the matched registration will appear with a Declaration checkbox. (below screenshot)

Tick the checkbox to declare that you are over 18 years of age.

If you are a livestock owner with more than one PIC Number, you are only required to enter one PIC Number from your registration.

Note: Your PIC/BIC number or Hive Brand **must** be entered as printed on your card/certificate.



WFBU0075

Once the above details have been completed, [Click Here](#) to begin search

Confirm Owner

A registration has matched the details you have entered above.

The owner of the registration is displayed below. If you cannot see the correct owner, please confirm the details provided above before contacting the Brands Office.

J CITIZEN



I declare that I am 18 years of age or over, or that I fully understand and accept the legal responsibilities for livestock ownership as contained in the Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) regulations 2013 *

NEXT →

NEXT →

Once the declaration checkbox has been ticked, select the [NEXT →](#) button to proceed to the Summary Page. (below screenshot)

Link a Registration - for Re-registrations or Change of Details

New Submission

Summary

SUBMIT NOW

Link an Existing Registration

Link Brands Livestock, Beekeeper, Non-Farming & Buyer Registrations Edit

Enter your Registered Owner ID
1209

Hive Brand, Property Identification Code (PIC) or Buyer Identification Code (BIC)
WFBU0075

Confirm Owner
J CITIZEN

I declare that I am 18 years of age or over, or that I fully understand and accept the legal responsibilities for livestock ownership as contained in the Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) regulations 2013
Yes

SUBMIT NOW

Table of contents

- Link an Existing Registration
- Summary**
 - Link Brands Livestock, Beekeeper, Non-Farming & Buyer Registrations

Ensure that the details on the summary page are correct before selecting

SUBMIT NOW

Once you have submitted your 'Link a Registration' form, you will be redirected to the "My Registrations" dashboard, where you should see your registration linked under one of the sections (Due, Active or Dormant) in the screenshot below.

Note: If you are due to renew your registration, you will find it under the 'Due' section.

My Submissions

MY APPLICATIONS MY REGISTRATIONS

+ NEW SUBMISSION

Due

Code	Name	Description	Status	Category	Updated Datetime	Created Datetime
No results found						

Rows per page: 10 0-0 of 0

Active

Code	Name	Description	Status	Category	Updated Datetime	Created Datetime
REG-46508	Registration Livestock J CITIZEN 1209	BQ80 26/07/2027	Registered	Registration	09/08/2024 13:15	26/07/2024 14:58
REG-46507	Registration Beekeeper J CITIZEN 1208	9JC 26/07/2027	Registered	Registration	26/07/2024 12:46	26/07/2024 12:46

Note: If your registration is overdue for renewal, your registration may be visible under the “Dormant Section”.

If you cannot see your registration at all, please contact the Brands Registration Office.

MY APPLICATIONS

MY REGISTRATIONS

[+ NEW SUBMISSION](#)

Due

Code	Name	Description	Status	Category	Updated Datetime	Created Datetime
No results found						
Rows per page: 10						0-0 of 0

Active

Code	Name	Description	Status	Category	Updated Datetime	Created Datetime
 REG-46508	Registration Livestock J CITIZEN 1209	BQ80 26/07/2027	Registered	Registration	09/08/2024 13:15	26/07/2024 14:58
 REG-46507	Registration Beekeeper J CITIZEN 1208	9JC 26/07/2027	Registered	Registration	26/07/2024 12:46	26/07/2024 12:46
Rows per page: 10						1-2 of 2

Dormant

Code	Name	Description	Status	Category	Updated Datetime	Created Datetime
No results found						
Rows per page: 10						0-0 of 0

You have now successfully Linked a Registration!

You can now proceed to Part 2 of this guide for assistance completing your re-registration or change of details.

Part 2 – Completing and Paying for your Re-registration

If you have a Re-registration due, you can proceed to complete and pay for it in the portal, including updating your details.

While you are in the 'My Registrations' dashboard, click on 'My Applications' to view any re-registrations that are waiting to be completed.

Ariah Bea Ryan-Sale

My Submissions

MY APPLICATIONS

MY REGISTRATIONS

+ NEW SUBMISSION

Due

Code	Name	Description	Status	Category	Updated Datetime	Created Datetime
No results found						
Rows per page: 10						0-0 of 0

Active

Code	Name	Description	Status	Category	Updated Datetime	Created Datetime
 REG-46508	Registration Livestock J CITIZEN 1209	BQ80 26/07/2027	Registered	Registration	09/08/2024 13:15	26/07/2024 14:58
 REG-46507	Registration Beekeeper J CITIZEN 1208	9JC 26/07/2027	Registered	Registration	26/07/2024 12:46	26/07/2024 12:46

Your re-registration application should be visible under the "Pending Renewal" section.

My Submissions

MY APPLICATIONS

MY REGISTRATIONS

+ NEW SUBMISSION

Pending Renewal

Code	Name	Description	Status	Updated Datetime	Created Datetime
 BEERR-3433	Beekeeper J CITIZEN 20/08/2024	J CITIZEN 20/08/2024	Due	20/08/2024 10:03	20/08/2024 10:03
 STKRR-16205	Livestock J CITIZEN 20/08/2024	BQ80 001C.027E J CITIZEN 20/08/2024	Due	20/08/2024 10:03	20/08/2024 10:03

Rows per page: 10 1-2 of 2

In Progress

Please Note: In the portal, every application has unique code, followed by a number. This is what you will need to quote to the Brands Registration Office should you require any assistance.

Re-registration application codes follow the below format:

- Livestock Re-registration = STKRR-0000
- Beekeeper Re-registration = BEERR-0000
- Non-Farming Property Operator Re-registration = NFOPRR-0000
- Buyer Identification Code Re-registration = BICRR-0000

Once you have found your re-registration application, click on the application code to begin.

My Submissions

MY APPLICATIONS MY REGISTRATIONS [+ NEW SUBMISSION](#)

Pending Renewal

Code	Name	Description	Status	Updated Datetime	Created Datetime	
 BEERR-3433	Beekeeper J CITIZEN 20/08/2024	J CITIZEN 20/08/2024	Due	20/08/2024 10:03	20/08/2024 10:03	...
 STKRR-16205	Livestock J CITIZEN 20/08/2024	BQ80 001C.027E J CITIZEN 20/08/2024	Due	20/08/2024 10:03	20/08/2024 10:03	...

Rows per page: 10 ▾ 1-2 of 2 < >

In Progress

Once your re-registration application has opened, you should see the below screen.

To see all of the information that is currently recorded against your registration, scroll down through the page. You can also use the 'Table of contents' to the right of the screen to navigate through the application.

New Submission My Submissions Benedict Hernandez

Livestock Owner Re-Registration

Due

Summary PROCEED WITH RE-REGISTRATION

Start

Livestock Re-Registration

Unique Application Reference
44058

Application Date
20/08/2024

Expiry Date
06/10/2024

Linked Registration

Registration Livestock J CITIZEN 1209
REG-46508

Registration Due

Applicant Details

Table of contents

- Start
- Applicant Details
- Contact Person/s
- Current Property
- Livestock Details
- Summary**

Livestock Re-Registration

Applicant Details

Postal Address

Signature/s

Stock identifier/s

Details of Contact Person/s for stock identifier/s

Current Property

Do you need to make any updates to the recorded details?

Click

PROCEED WITH RE-REGISTRATION

PROCEED WITH RE-REGISTRATION

After selecting **PROCEED WITH RE-REGISTRATION**, you will notice that most of the sections in the application will now have the following 'Edit' button next to them **Edit**. Selecting this button will allow you to update details such as your residential and postal address, contact details and preferred contact method, property details (add or remove properties) etc.

Note: Any changes to details must be completed prior to the next step.

For assistance updating your details and completing a Notification of Change of Address and Property Details, please see **part 3** at the end of this guide.

Once you have confirmed that all of the details currently recorded are correct (and updated if incorrect), you can now select **CONTINUE TO PAYMENT**.

Livestock Owner Re-Registration

Confirm Details

Summary

CONTINUE TO PAYMENT

Start

Livestock Re-Registration [Edit](#)

Unique Application Reference
44058

Application Date
20/08/2024

Expiry Date
06/10/2024

Linked Registration

Registration Livestock J CITIZEN 1209
REG-46508

Registration Due

Table of contents

- Start
- Applicant Details
- Contact Person/s
- Current Property
- Livestock Details
- Summary**
 - Livestock Re-Registration
 - Applicant Details
 - Postal Address
 - Signature/s
 - Stock identifier/s
 - Details of Contact Person/s for stock identifier/s
 - Current Property
 - Do you need to make any updates to the recorded details?

You can now see below that the [Edit](#) buttons have now disappeared, this means you can no longer make changes to your registration details. If you still require changes to be made, please contact the brands office.

Livestock Owner Re-Registration

Ready for Payment

Summary

PAY NOW

Start

Livestock Re-Registration

Unique Application Reference
44058

Application Date
20/08/2024

Expiry Date
06/10/2024

Linked Registration

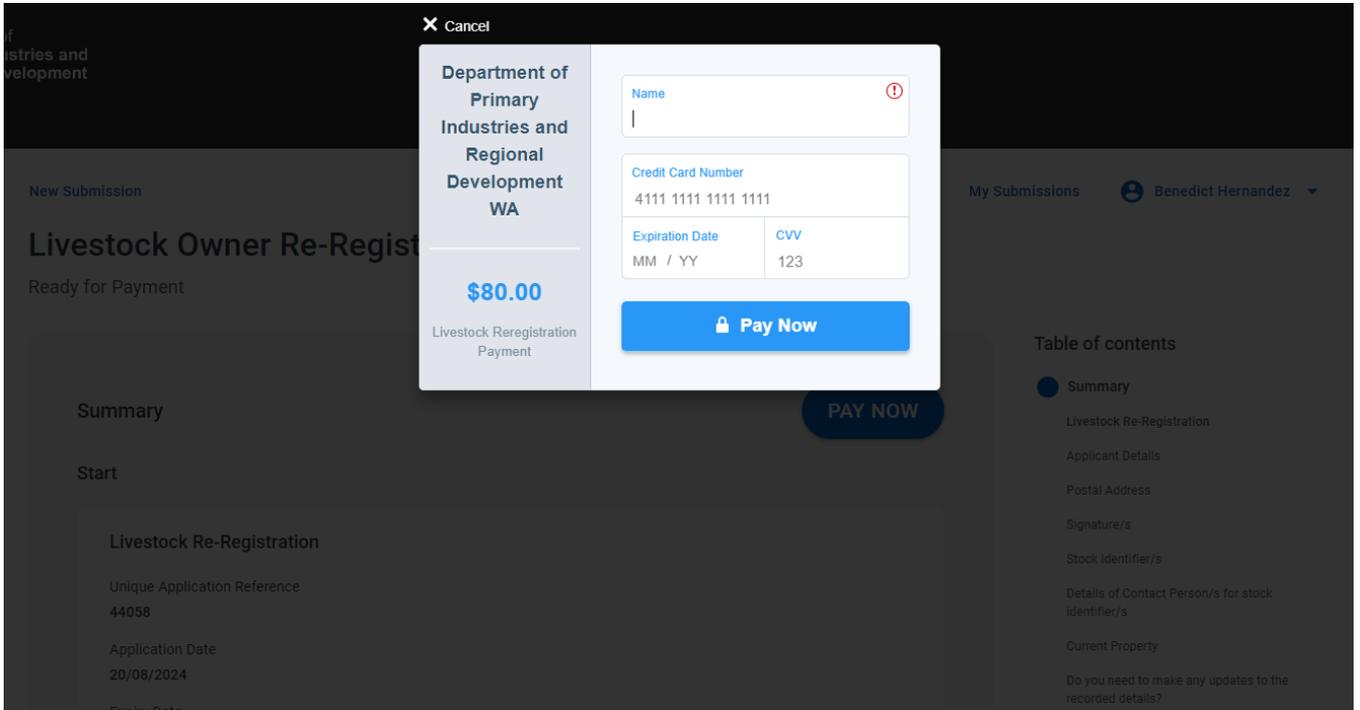
Registration Livestock J CITIZEN 1209
REG-46508

Registration Due

PAY NOW

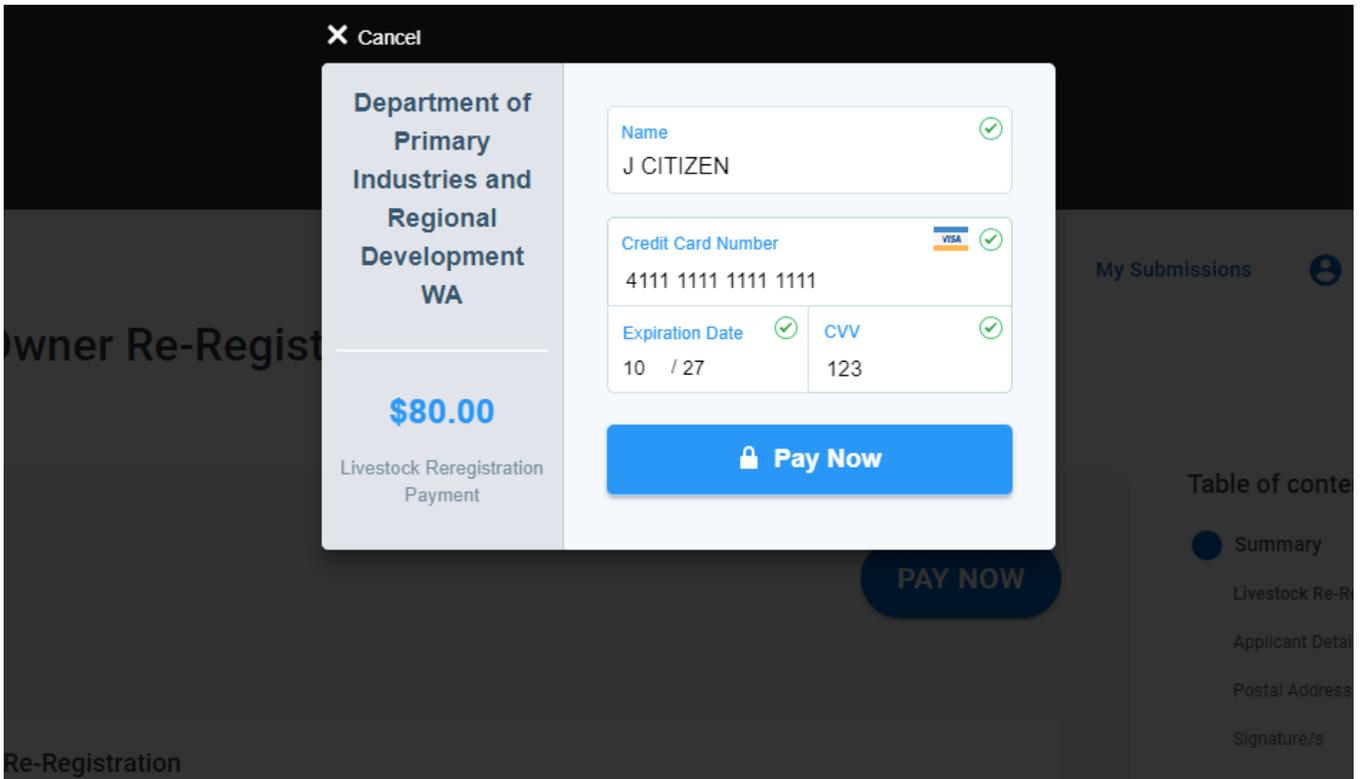
To proceed to pay for your re-registration, select **PAY NOW**. You will then see the below window appear.

Note: Before paying, please ensure that the Fee Amount matches what is printed on your re-registration notice. If your fee does not match what is printed on your re-registration notice, please contact the brands office immediately! on 9780 6190. Do not proceed with payment!



PAY NOW

Enter the credit card details as required and select **PAY NOW**.



Once payment has been successfully completed, you will be redirect to the 'Payment Summary' screen.

[New Submission](#)

[My Submissions](#)

 [Bened](#)

Receipt

[Table of contents](#)

 [Summary](#)

[Payment Summary](#)

Summary

Payment Summary

Payment Summary

Thank you for contacting the Brands Office. Your submission has been received and will be processed as soon as possible. PLEASE DO NOT POST YOUR PAPERWORK IN AS THIS WILL RESULT IN A DUPLICATE PAYMENT.

If you have any queries or concerns, please contact the Brands Office on 9780 6190 or brands.bunbury@dpird.wa.gov.au

Date

20/08/2024

Receipt Number

46267317873

Payment Amount

80.00

Status

Successful

Payment Notification



PMN-1601

Card Number

XXXX-XXXX-XXXX-1111

Receipt



[202408201056_STKRR-16205_RECEIPT.pdf](#)

[Continued next page.](#)

While on this screen you will notice that there is a PDF receipt, which you can download and save to your computer or print.

Below that you can see the email address that a copy of your receipt has been emailed to.

Payment Summary

Payment Summary

Thank you for contacting the Brands Office. Your submission has been received and will be processed as soon as possible. PLEASE DO NOT POST YOUR PAPERWORK IN AS THIS WILL RESULT IN A DUPLICATE PAYMENT.

If you have any queries or concerns, please contact the Brands Office on 9780 6190 or brands.bunbury@dpird.wa.gov.au

Date
20/08/2024

Receipt Number
46267317873

Payment Amount
80.00

Status
Successful

Payment Notification

 PMN-1601

Card Number
XXXX-XXXX-XXXX-1111

Receipt

 [202408201056_STKRR-16205_RECEIPT.pdf](#)

Receipt emailed to
BELYNDA.QUILTY@DPIRD.WA.GOV.AU

Application

 Livestock J CITIZEN 20/08/2024
STKRR-16205 

Pending Review

You have now successfully paid for your re-registration!

Further Actions from the Payment Summary Screen:

To view other active re-registration applications or view pending or historic applications, select **'My Submissions'**, located in the upper right-hand corner of your screen.

To complete a Notification of Change of Address or a New Application for Registration, select **'New Submission'**, located in the upper left-hand corner of your screen.

The screenshot shows a web application interface. At the top left, there is a button labeled "New Submission" with a red border. At the top right, there is a button labeled "My Submissions" with a red border, followed by a user profile icon and the name "Benedict Hernandez" with a dropdown arrow. Below the navigation is a large heading "Receipt". To the right of the main content area is a "Table of contents" section with two items: "Summary" (indicated by a blue dot) and "Payment Summary". The main content area is a light gray box containing the following text:

Summary
Payment Summary

Payment Summary

Thank you for contacting the Brands Office. Your submission has been received and will be processed as soon as possible.
PLEASE DO NOT POST YOUR PAPERWORK IN AS THIS WILL RESULT IN A DUPLICATE PAYMENT.

If you have any queries or concerns, please contact the Brands Office on 9780 6190 or brands.bunbury@dpird.wa.gov.au

Date
20/08/2024

Receipt Number
46267317873

Payment Amount
80.00

Status
Successful

Payment Notification

PMN-1601

Part 3 - Completing a Notification of Change of Address and Property Details

To be able to change your address, property or contact details, you need to have linked your existing registration to your portal account.

If you haven't already Linked a Registration, please go back to Page 1 of this guide for steps on Linking a Registration.

A Notification of Change of Address and Property Details is considered a 'New' application, so you will need to start your application from the 'New Submissions' page.

To navigate from the 'My Submissions' area, select

[+ NEW SUBMISSION](#)

 Benedict Hernandez ▾

My Submissions

MY APPLICATIONS MY REGISTRATIONS

[+ NEW SUBMISSION](#)

Due

Code	Name	Description	Status	Category	Updated Datetime	Created Datetime
 REG-46507	Registration Beekeeper J CITIZEN 1208	9JC 06/10/2024	Registration Due	Registration	20/08/2024 10:27	26/07/2024 12:46
 REG-46508	Registration Livestock J CITIZEN 1209	BQ80 06/10/2024	Registration Due	Registration	20/08/2024 11:10	26/07/2024 14:58

Rows per page: 10 ▾ 1-2 of 2 < >

You will now be redirected to the 'New Submissions' page. Select '**Notification of Change of Address and Property Details**'.

New Submission

Select a form Search submission forms 🔍

Existing PIC / BIC / Hive Brand

[Link a Registration - for Re-registrations or Change of Details](#)
Complete this section if you have an existing registration, this will enable you to access any Re-registration that is due or complete an Amendment to Address or Property Details submission. This process should only need to be completed once per registration and the registration will then stay linked to your account. →

Application

[Application for Registration as an Owner of Stock](#)
Use this form if you are a new livestock owner that needs to register. If you already have a stock brand/PIC, do not use this form. →

[Application for Registration as a Beekeeper](#)
Use this form if you are a new beekeeper that needs to register. If you are already registered as beekeeper, do not use this form. →

[Notification of Change of Address and Property Details](#)
Use this form to update your address or contact details including email, or to add or remove properties to your existing registration. →

Once you have opened the application, you will see the following screen:

New Submission My Submissions Benedict Hern:

Notification of Change of Address and Property Details

New Submission

Confirm Registration

Amendment of Registration

Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013, Regulation, 18 and 19

Amendment Application

Unique Application Reference

44108

Application Date

20 / 08 / 2024

Table of contents

- Confirm Registration
 - Amendment of Registration
 - Amendment Application
 - Linked Registration
- Applicant Amendments
- Summary

You may need to scroll down on your screen to see some of the fields in these images.

If you have more than one linked Registration you will need to complete the following step. If you have only one Registration linked when completing a Notification of Change, you will not need to complete the following step.

To ensure that you are making changes to the correct registration, click on  under 'Linked Registration'.

Notification of Change of Address and Property Details

New Submission

Confirm Registration

Amendment of Registration

Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013, Regulation, 18 and 19

Amendment Application

Unique Application Reference

44108

Application Date

20 / 08 / 2024

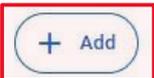


Linked Registration

Select the Registration that you would like to Amend

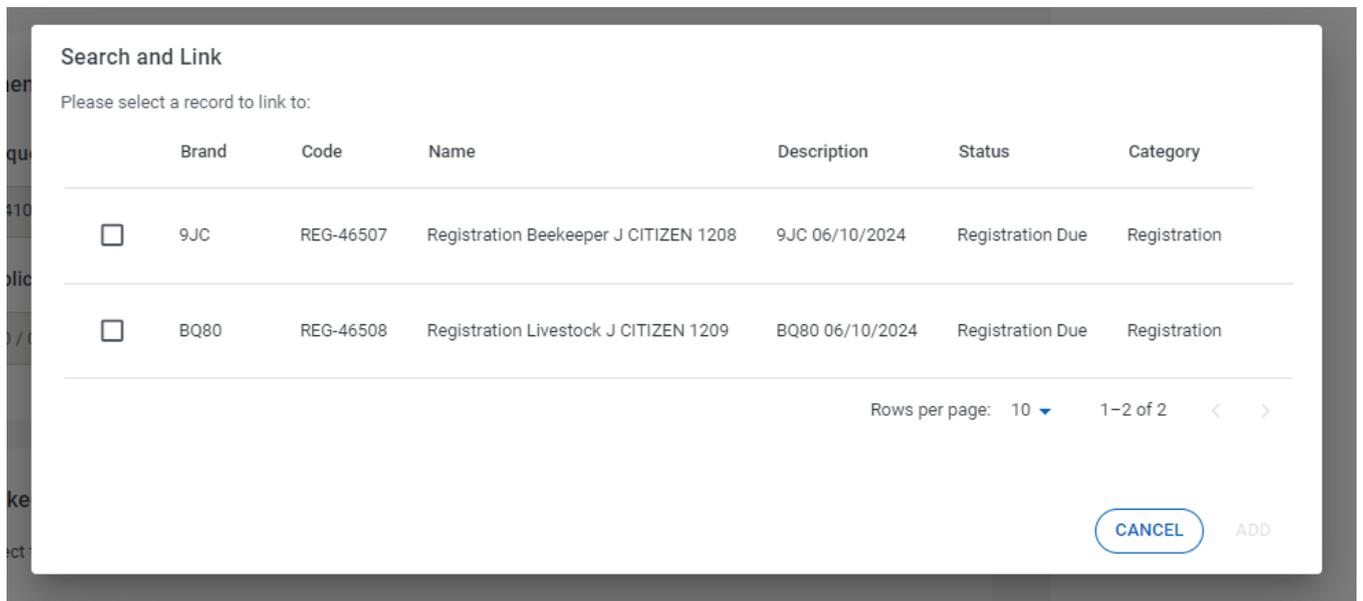
Linked Registration *

Confirm the Registration you would like to Amend



The following window will appear.

Select the registration that you wish to make changes to. For this example, the Livestock Registration will be used.

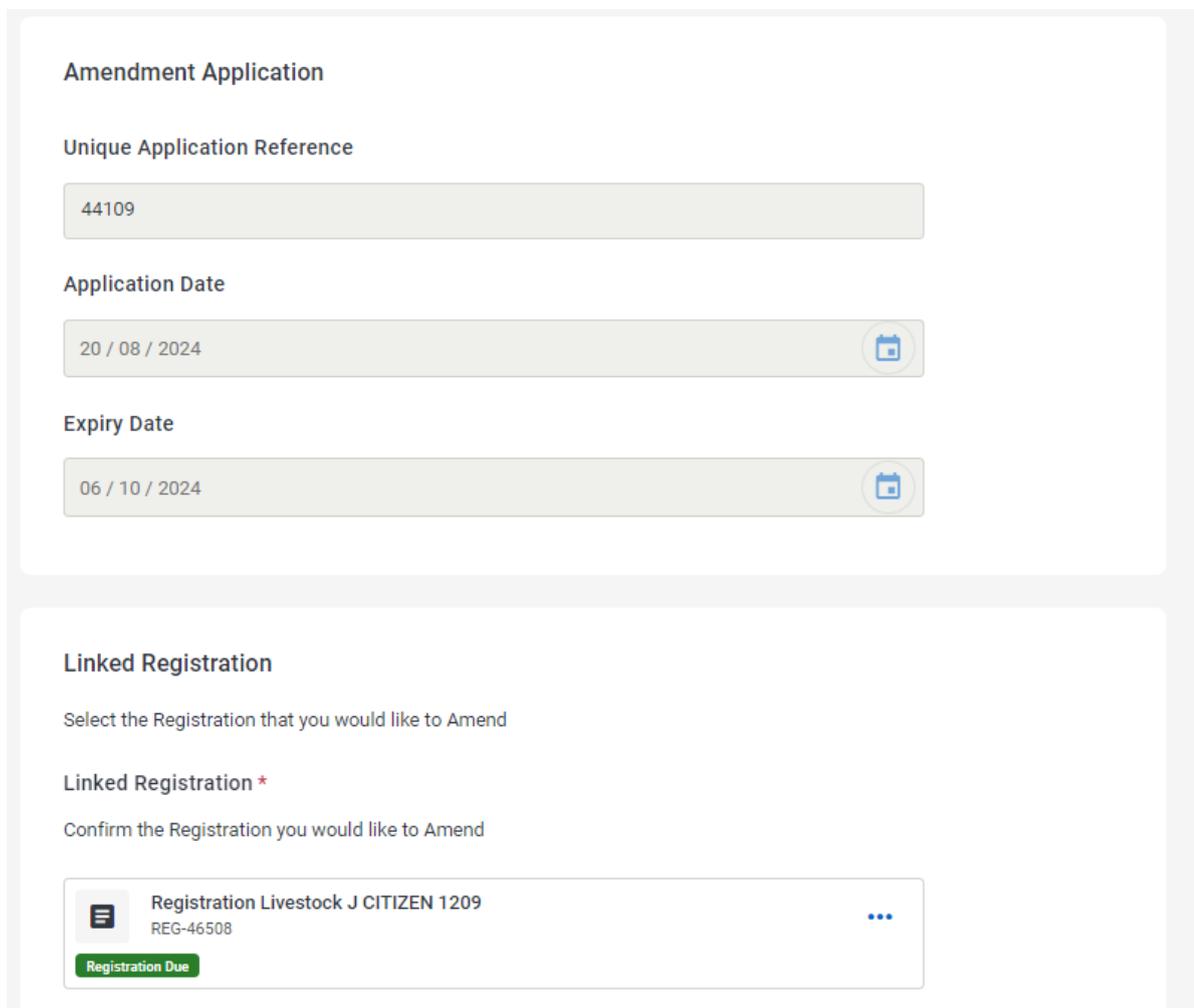


The screenshot shows a window titled "Search and Link" with the instruction "Please select a record to link to:". Below this is a table with the following columns: Brand, Code, Name, Description, Status, and Category. There are two rows of data, each with a checkbox in the first column.

	Brand	Code	Name	Description	Status	Category
<input type="checkbox"/>	9JC	REG-46507	Registration Beekeeper J CITIZEN 1208	9JC 06/10/2024	Registration Due	Registration
<input type="checkbox"/>	BQ80	REG-46508	Registration Livestock J CITIZEN 1209	BQ80 06/10/2024	Registration Due	Registration

At the bottom right of the window, there are two buttons: "CANCEL" and "ADD".

Select the registration and then click  in the lower right-hand corner. Once you have added your linked registration, you should see details of your registration populate.



The screenshot shows a form titled "Amendment Application". It contains several input fields:

- Unique Application Reference:** A text input field containing the value "44109".
- Application Date:** A date input field containing "20 / 08 / 2024" with a calendar icon to its right.
- Expiry Date:** A date input field containing "06 / 10 / 2024" with a calendar icon to its right.

Below these fields is a section titled "Linked Registration". It contains the text "Select the Registration that you would like to Amend" and "Linked Registration *". Underneath, it says "Confirm the Registration you would like to Amend". A list item is shown with a menu icon on the left, the text "Registration Livestock J CITIZEN 1209" and "REG-46508", and a three-dot menu icon on the right. A green badge at the bottom left of the list item says "Registration Due".

Scroll down and select 

Applicant Details

Owner / Company / Business Name

Trading as

Preferred Contact Method *

Email

Mail

Both



You will then be taken through the application in sections where you can update your details as you go.

Notification of Change of Address and Property Details

New Submission

Applicant Amendments

Postal Address

Australia ▾ 

Enter address

Address *

Review the Address details provided and make updates as required

1A VERYLONG ROAD, WEST LAMINGTON WA 6430

Town/Locality *

WEST LAMINGTON

Postcode *

6430

Ensure that you scroll down through each page to check all of your details for each section and update where necessary.

At the bottom of each page, select  to continue.

Changes to Property Details

On the 'Property Amendments' page, you will be able to see all properties and their corresponding PIC numbers that are currently registered to you.

If you have livestock on a property that you cannot see listed under your 'Current Property's', you will need to add this to your registration by ticking the box next to '**I need to add a new property to my registration**'.

Property Amendments

Current Property

A new property identification code (PIC) may be issued. If a new PIC is issued you obtain new National Vendor Declaration/Waybills for cattle, buffalo, sheep and goats by contacting Livestock Production Assurance (LPA) on 1800 683 111. New PigPass National Vendor Declaration/Waybills can be obtained by contacting PigPass on 1800 001 458. You order National Livestock Identification System (NLIS) devices and tags through livestock agents or approved manufacturers.

Primary Property?	PIC	Property Name	Property ID	Parcel Codes	Shi
<input checked="" type="checkbox"/>	WFBU0075	DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT - BUNBURY	3155620	P044016 3000	BU

Do you need to make any updates to the recorded details?

- I need to update one of the above properties on the registration
- I need to add a new property to my registration

Table of contents

- Confirm Registration
- Applicant Amendments
- Property Amendments
 - Current Property
 - Do you need to make any updates to the recorded details?
 - Livestock Details
 - Summary

A section titled '**Property Updates**' will appear. Complete the fields with the details of the property that you need to add to your registration. Example below:

Note: The answers to the questions in the example below will not apply to everyone, please ensure you answer the questions as they are relevant to your property.

Property Updates

Have you purchased this property in the last year? *

Yes

No

(Land) Title *

P123456 123

Land Owner(s) Name *

JOHN CITIZEN & MARY CITIZEN

Property Name

CITIZEN FARMING

Shire *

BUNBURY

Road *

1A VERYLONG ROAD

Town/Locality *

WEST LAMINGTON WA 6430

Location Details

1. The Lot number and Plan, Survey or Strata Number (eg: Plan 123 Lot 1) or
2. Pastoral lease or Reserve number (eg: Pastoral lease 3116/114).

LOT 123

LOT 123

Small Landholder (less than 100 hectares)

Declaration *

- I declare that I am the owner of the above property and I give permission for the stock identifiers listed in this application to be registered and used on this property.
- I declare that I am authorised* to sign on behalf of the owners of the above property and give permission for the stock identifiers listed in this application to be registered and used on this property.

Is this property to be operated in conjunction with another property? *

- Yes
- No

Are you agisting stock on this property? *

- Yes
- No

+ ADD

+ ADD

If you need to add more than one property to your registration, select

Note: If you do not own the property that you have livestock on or the property is named under a company/business name, please ensure you tick the second declaration box (below) and upload evidence of your authority.

This can include:

- A signed lease/agistment agreement (specifically any section that stipulates the agreement of the use of the property for livestock/agricultural purposes).
- A current company extract that lists you as a director/authorised person to sign on behalf of the company for the use of the property.

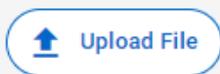
Small Landholder (less than 100 hectares)

Declaration *

- I declare that I am the owner of the above property and I give permission for the stock identifiers listed in this application to be registered and used on this property.
- I declare that I am authorised* to sign on behalf of the owners of the above property and give permission for the stock identifiers listed in this application to be registered and used on this property.

Documents to prove authorisation *

You will need to upload documents to prove authorisation (lease agreement etc)

 Upload File

Is this property to be operated in conjunction with another property? *

- Yes
- No

NEXT →

Once you have completed all mandatory fields and questions, select **NEXT** →.

If you no longer have livestock on a property that is listed under your 'Current Property's', you will need to remove this from your registration by ticking the box next to '**I need to update one of the above properties on the registration**'.

Property Amendments

Current Property

A new property identification code (PIC) may be issued. If a new PIC is issued you obtain new National Vendor Declaration/Waybills for cattle, buffalo, sheep and goats by contacting Livestock Production Assurance (LPA) on 1800 683 111. New PigPass National Vendor Declaration/Waybills can be obtained by contacting PigPass on 1800 001 458. You order National Livestock Identification System (NLIS) devices and tags through livestock agents or approved manufacturers.

Primary Property?	PIC	Property Name	Property ID	Parcel Codes	Shi
<input checked="" type="checkbox"/>	WFBU0075	DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT - BUNBURY	3155620	P044016 3000	BU

Do you need to make any updates to the recorded details?

- I need to update one of the above properties on the registration
- I need to add a new property to my registration

- Confirm Registration
- Applicant Amendments
- Property Amendments
 - Current Property
 - Do you need to make any updates to the recorded details?
- Livestock Details
- Summary

This will unlock certain fields under the 'Current Property's' and allow you to remove them if required.

To remove a property, use the scroll bar and scroll all the way to the right. You can then tick the box under '**I would like the property removed from the Registration**' next to the property you wish to have removed.

Property Amendments

Current Property

A new property identification code (PIC) may be issued. If a new PIC is issued you obtain new National Vendor Declaration/Waybills for cattle, buffalo, sheep and goats by contacting Livestock Production Assurance (LPA) on 1800 683 111. New PigPass National Vendor Declaration/Waybills can be obtained by contacting PigPass on 1800 001 458. You order National Livestock Identification System (NLIS) devices and tags through livestock agents or approved manufacturers.

	Address	Property 1	Linked Property	
	1 VERSCHUER PLACE, DAVENPORT WA 6230	<input checked="" type="checkbox"/>	 Property BUNBURY 3155620 DEPARTMENT OF... PROP-70517 Active	<p>I would like the property removed from the Registration</p> <input type="checkbox"/>

Do you need to make any updates to the recorded details?

I need to update one of the above properties on the registration

Once you have ticked the field next to the property/s you want removed, select

NEXT →

The next section is titled 'Livestock Details' this is where you can update the number of livestock that you currently have.

Note: If there is a category of livestock that you do not have, please leave it blank, do not enter the number 0. These numbers can be estimates, they do not have to be exact, but the more accurate the better.

Notification of Change of Address and Property Details

New Submission

Livestock Details

Livestock Details (Number of)

Cattle

Buffalo

Sheep

Goats

Horses/Donkeys

Once you have completed your numbers of livestock, select



You will now be taken to the 'Summary' page. Scroll up and down this page to ensure that all details for your registration are current and updated.

If you need to go back and make any further changes you can use the  **Edit** button next to the section you need to update, or you can use the 'Table of Contents' to navigate back through the application.

Notification of Change of Address and Property Details

New Submission

Summary **SUBMIT NOW**

Confirm Registration

Amendment Application

Unique Application Reference
44109

Application Date
20/08/2024

Expiry Date
06/10/2024

Linked Registration

Linked Registration



Registration Due

Details of Registered Identifier/s

Brand
BQ80

Registered Owner ID
1209

Earmark

Table of contents

- Confirm Registration
- Applicant Amendments
- Property Amendments
- Livestock Details
- Summary**
 - Amendment Application
 - Linked Registration
 - Details of Registered Identifier/s
 - Applicant Details
 - Postal Address
 - Details of Contact Person/s
 - Current Property
 - Do you need to make any updates to the recorded details?
 - Livestock Details (Number of)

Once you are satisfied that all details are correct and current, select . You will then see the following message.

Notification of Change of Address and Property Details

Submitted



The form has been submitted

Thank you for submitting your Amendment.

Your Application Reference Number: **APD-370**

Should you need to contact the Brands Registration Office regarding your application, please quote your application reference number.

Important Disclaimer

The Chief Executive Officer of the Department of Primary Industries and Regional Development and the State of Western Australia accept no liability whatsoever by reason of negligence or otherwise arising from the use or release of this information or any part of it.

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