

THE FOREST REGULATIONS, 2001

Application for Licence to Operate a Sawmill

FOR OFFICIAL USE ONLY

Application Ref No: _____ of _____

SECTION A- PERSONAL INFORMATION OF APPLICANT AND AGENT (if an Agent is being used)

Name _____ Tax Registration Number (TRN) _____
(Type or print)

Address: _____
(Street name and number) (Parish)

Contact number (s) _____ E-mail address: _____

Agent's Name _____ Agent's Address: _____
(Type or print) (Street name and number)

Agent's contact number(s) _____ Agent's TRN _____

SECTION B – BUSINESS PARTICULARS

- 1. Is this your first application for a Licence to operate a sawmill? Yes No
 - a. If no, was the application successful? Yes No
 - b. If it was successful, state the Calendar year for which it was granted? _____
- 2. How many sawmills do you own / operate? _____
- 3. How long has the sawmill been in operation? _____

4. Trade / business name of sawmill(s) _____ Not applicable
5. What category of sawmill do you operate?
- a. Operates machinery that is capable of converting locally produced timber into sawn board/planks
 - b. Trades in locally produced lumber
 - c. Stores locally produced lumber
 - d. Purchases locally produced lumber
 - e. All of the above
6. If your answer to question 5 includes (a) give particulars of the following
- a. What type (s) of saw is used _____
 - b. Name and make of the saw (s) _____
 - c. Serial number of saw (s) _____
 - d. Length of blade (s) _____
 - e. Approximate age(s) of the saw (s) _____
 - f. Any distinctive marks on the saw (s) _____
 - g. Whether you drive or transport the saw for any purpose _____
7. If you are the owner of a saw capable of converting timber into sawn planks or boards, have you ever or do you intend to let it out for hire, or allow someone else to use it for the purposes of converting timber into sawn planks or boards ? Yes No
8. Is your sawmill Fixed Portable or Both
- a. Address of the Fixed sawmill(s) _____

 - b. For portable sawmill (s), state the main storage location of the sawmill(s) if different from the address in section A or the address given in 8(a) above _____

9. Do you own lease or rent the property where the sawmill is located? If other, please specify

10. How many person(s) are employed (temporarily or permanently) to work in the sawmill? _____

11. What are the hours of operation of the sawmill? _____

12. What is the estimated capacity of the sawmill? _____

13. Are there any other product(s) other than sawn board or planks being created by the sawmill? Yes No .If yes, what are they? _____

14. What is the source of the timber to be utilized in the operation of the sawmill?

a. Acquired from third party State the name and address of the supplier _____

b. Extracted from own property State the address of the property _____

c. Extracted from crown land

(i) State the address of the crown land _____

(ii) Do you have permission to extract timber from crown land? Yes No

15. What are the species of locally produced timber that are converted to lumber, traded, stored or purchased by the sawmill (s)? _____

16. Is the sawmill registered under the Factories Act? Yes No

17. How is the waste material from the sawmill disposed of? _____

I certify that the information supplied by me above is to the best of my knowledge and belief accurate and complete. I understand that any misrepresentation made by me in this regard may result in the disqualification of this application.

**Signature of Applicant, or Agent
on behalf of the Applicant**

Witness

Date

INSTRUCTIONS AND NOTES

SECTION A

INSTRUCTIONS TO APPLICANT:

- Tick (✓) appropriate box(es) where required
- Applications should be signed by applicants ONLY. Persons signing on behalf of the applicant as an Agent MUST provide a valid Power of Attorney.
- Applicants are required to submit the following documents **if applicable**:
 3. A certified copy of a Certificate of Registration under the Factories Act
 4. A certified copy of a Business Name Registration Certificate
- For every two (2) portable power saws, a new application form is required. No more than two (2) portable power saws can be listed on any one application form.
- If the applicant is operating a woodmizer/band saw or similar saw, only one (1) woodmizer/bandsaw or similar saw and one (1) portable powersaw can be listed on one application form. If the applicant is seeking to operate more than one (1) woodmizer/bandsaw or similar saw, a separate application form must be submitted for each and the applicant will be charged accordingly.
- *(Please note: supporting documents to show proof of ownership/lawful possession of land on which the sawmill is being operated is required)*
- The completed application form along with the \$250.00 JMD processing fee can be submitted to any one of the following Forestry Department locations:

1. Head Office

**173 Constant Spring Road
Kingston 8**

2. RADA Complex

**Catherine Hall
St. James**

**3. Moneague (adjacent to
the JDF Camp)**

St. Ann

SECTION B

NOTES

1. This Licence DOES NOT entitle the Licensee to cut or collect timber from a Forest Reserve or Forest Estate or any crown land.
2. The applicant shall not be a person convicted of an offence punishable under the Forest Act 1996 or Forest Regulations 2001 or any other enactment relating to the preservation of the environment.
3. An application may be rejected where any statement submitted by the applicant is found to be incorrect or materially false.
4. An incomplete application form will not be processed.
5. An application may be refused if an applicant who is required to be registered under the Factories Act is not so registered.
6. The Agency may refuse to grant an application if the refusal is deemed necessary to or desirable in the public interest.