

## Application for an Individual Disaster Stricken Property (IDSP) declaration

### Instructions

This form is for primary producers and is to be completed by the owner, manager or leasee of the property. Please read and understand all declarations listed under the 'Applicant's declaration' section of this form before signing and submitting this application.

### Using this form

- Mandatory fields are marked with a \*
- For assistance with completing this form please contact the department's Customer Service Centre on **13 25 23** or email **disasters@daf.qld.gov.au**

### A. Applicant Details

Applicant type\*: ☐ Owner ☐ Manager ☐ Leasee

Name\*:

Postal address\*:

Suburb/city\*:  State\*:  Postcode\*:

Phone number: (  )  Mobile number:

Email address:

Australian business number (ABN)\*:

### B. Property Details where disaster damage has occurred

Property identification code (PIC):  Q

Lot on Plan/s (if no PIC):

Property name:

Property address\*:

Suburb/city\*:  State\*:  Postcode\*:

Local government authority\*:

### C. Natural disaster details

Type of disaster\*: ☐ Flood ☐ Storm ☐ Hailstorm ☐ Cyclone ☐ Bushfire ☐ Other

Name of disaster:

Details:

Date occurred\*:  /  /

Has a Department of Primary Industries (DPI) Officer been notified within 21 days after the disaster event?\* ☐ Yes ☐ No

Date of Notification\*:  /  /

DPI officer name:  DPI office location:



#### Description of damage

List details such as area of each crop lost, livestock losses, losses of machinery, vehicles, fences, soil, conservation banks etc. and an estimated value of all losses including projected loss of income. (If more space is required, please attach extra pages).

#### D. Photographic evidence \*

Photos of the damage to the property described in Section C are required as part of this application. Please note that photos taken on smartphones and tablets contain metadata with date and time information.

#### E. Other supporting documentation

Other attachments such as rainfall figures, etc while not mandatory can be useful to support an application and can be attached.

#### F. Applicant's declaration

I/We (full name)  of

in the State of Queensland, do hereby declare that:

1. **I/We am/are a primary producer who normally spends more than 50 per cent of my labour on, and derives more than 50 per cent of my gross income from primary production.**
2. My/Our property is located within Queensland and has been subject to damage as a result of a disaster event.
3. I/we, our staff or family members did not contribute in any way to the cause of this disaster event.
4. In order to assess my application and make an informed decision on my eligibility, DPI may need to confirm the details provided on this form with the details you may have previously provided as a Registered Biosecurity Entity. These details will not be accessed or used for any other purpose other than to assist in assessing this claim. I consent to authorised officers accessing and confirming my details in the Biosecurity Entity Registration System.
5. By signing this declaration, I understand the assistance measures available to me consist of freight subsidies and concessional loans. I understand that this declaration does not trigger eligibility to any clean up and recovery grants.
6. By signing this declaration, I understand that I may be asked to provide further information in regards to my application and/or the material submitted with my application and that I may be requested to allow a property inspection by DAPI to determine compliance with guidelines.
7. The information I have provided in this application and in supporting documentation is, to the best of my knowledge, true and accurate. I understand that providing inaccurate, untrue or misleading information may be a breach of criminal law, for which serious penalties may apply. I also understand that if any information I have provided in the application or supporting documentation is found to be inaccurate, untrue or misleading, legal action may be taken against me, including action to recover any financial assistance received.

Signed:  Date:  /  /

*The Department of Primary Industries is collecting information, including personal information, on this form and through the department's Biosecurity Entity Registration System, for the purpose of assisting authorised departmental officers to assess your application. Some information from your application may be provided to the Queensland Reconstruction Authority to support the activation of disaster recovery assistance in your Local Government Area (LGA) under the Disaster Recovery Funding Arrangements. Your personal information will only be used by authorised officers and will not be disclosed to any other parties without your consent, unless authorised or required by law. For further information on our commitment to privacy please refer to <https://www.daf.qld.gov.au/site-information/privacy> or email: [privacy@daf.qld.gov.au](mailto:privacy@daf.qld.gov.au)*



**Certificate of Assessing Officers (Office use only)**

**Summary of damage**

List details such as area of each crop, amount of each crop lost, livestock losses, losses of plant, fences, soil, conservation banks, building, etc.

Assessing Officer:

Centre:

Signature:

Date:

/  /



**Disaster Response and Recovery (DRR) Unit sign-off (Office use only)**

**Verification of details with above assessing officer and decision on IDSP application**

Provide any additional details or information relevant to this application. Confirm contact with assessing officer.

**PLEASE NOTE:** This second-tier sign off is required to complete IDSP applications.

DRR Officer:

Centre:

Signature:

Date:

 /  / 

**Lodgement**

Please submit your completed form by email to **disasters@daf.qld.gov.au** or post to **Director, Agribusiness Operations, Department of Primary Industries, GPO Box 46, Brisbane QLD 4001**. Please ensure scanned or photographed forms are high resolution. Poor quality scanned forms or blurry photographed forms will not be accepted.

IDSP applications must be submitted within three (3) months of the event occurring

For enquiries relating to IDSPs, please call 13 25 23.

**After you apply**

Once you submit your application, DPI may contact you to discuss it further or request more information. We endeavor to process IDSP applications within 21 business days of their receipt.