



## Application for a Licence to Fell Trees (please refer to Guidance Notes)

### Part 1 – Applicant who will be the licensee (please refer to Guidance Notes)

The Applicant can be the Owner(s), Lessee(s) or Occupier(s) of the land or an Agent of the Owner, Lessee or Occupier. (Please complete either part 1a or 1b, as appropriate).

Where there is more than one applicant (licensee), e.g. multiple owners, details of the person or legal entity to which the licence should be sent should be entered in part 1a or 1b below. Form *Felling Application 2* should be used to submit details of each additional applicant. It must be submitted together with this application.

<b>1a</b>	<b>Individual</b>	Surname: _____	First Name(s): _____
		Address: _____	
		Please enter your Felling Licence Applicant (FLO Number): _____	

<b>1a</b>	<b>Legal Entity</b>	Legal Entity Name: _____	(e.g. company, partnership, trust.)	
		Address: _____		
		Eircode: _____	Telephone: _____	Email: _____
		CRO Number: _____		Felling Licence Applicant (FLO Number): _____

Land ownership status:      Freehold       Leasehold       Occupier for the time being

See page 6 for further required information that will not be displayed in the Forestry Licence Viewer.

### Part 2 – Agent Details (See guidance notes) only complete where an agent prepares the application on behalf of the applicant – the agent must not declare himself or herself to be the applicant/licensee.

Surname: _____	First Name(s): _____	
Legal Entity Name: _____	CRO Number: _____ (for company)	
Address: * _____ (for company)		
Eircode: * _____	Telephone: * _____	Email: * _____
FLR Number: _____	Felling Licence Agent Number: _____	

\* See guidance notes.

See page 6 for further required information that will not be displayed in the Forestry Licence Viewer.







**Part 5 – Conversion from forest to another land-use (not applicable to a thinning application)**

Where the intention is to remove the trees and not replant the area felled, please specify the land-use that you propose to create:

- Enhancing Annex habitats and species     Supporting Renewable Energy and Energy Security      
 Commercial Development     Other (please specify) \_\_\_\_\_

**Applicants are generally required to afforest alternative land of good quality and equivalent size to the area that is to be felled. (Please refer to Guidance Notes for further information).**

It should be noted that where grant-aided forestry currently in receipt of premium payments is the subject of this application, **any grants and premiums that were paid by the Forest Service in respect of the areas to be felled may require repayment.**

Where it is proposed not to replant any or all the plots felled but instead to plant an alternative site, please complete Part 5a below. (It is accepted that in some instances the alternative site may not yet have been acquired, therefore not all the details requested may be available. In such cases, provide all the details available and a brief explanation of the situation in the space provided at “Any Other Details (e.g. Commitment to purchase an Alternative Site)” below.)

**5a Proposed Alternative Planting Site**

Address of Alternative Planting Site(s)	Forest Service Pre-Planting Approval Number	Name and Address of Owner of Alternative Planting Site	Any Other Details (e.g. Commitment to purchase an Alternative Site)



**Part 6 – Planning Permissions (where applicable)**

If the land where the trees are located is the subject of a Planning Permission Application or has had Planning Permission granted, please supply the following information:

Planning Authority: \_\_\_\_\_ Planning Register Number: \_\_\_\_\_

An Bord Pleanála Case Reference number (where applicable): \_\_\_\_\_

Development Description: \_\_\_\_\_

Current status of Planning Permission Application: \_\_\_\_\_

**Part 7 –Declaration**

- I understand that, in applying for a tree felling licence, if I furnish information or make a statement that I know to be false or misleading in a material respect, I shall be guilty of an offence.
- I hereby apply for a felling licence as set out in this application.
- I consent to the release of non-personal information supplied by me in respect of this application in order that the Department of Agriculture, Food and the Marine may comply with current environmental consultation and Freedom of Information Act requirements.
- I/We understand that once our application is accepted by the Department, my/our application information, that will include my/our name(s) and address(es) and the location of the land, the nature of the operation, etc. to which the application refers, will be made publicly available on the Forestry Licence Viewer (FLV). The FLV is an online portal that displays information relating to forestry licence applications, to assist with public participation in the decision-making process on planning applications. Forestry licence applications will be available to the public for inspection, via the FLV.
- If an agent has completed the application form on your behalf and you would like the agent to receive a copy of the licence, that may issue, please tick the following box

**Signature of the applicant\* (person applying to be the licensee, as specified in Part 1**

\_\_\_\_\_ Date: \_\_\_\_\_

\* If the signatory is not the owner:

1. In what capacity is the signatory making the application (e.g. agent, forester, farm manager, son, daughter, etc. or position in the Company if the licensee is to be a company)?

\_\_\_\_\_

2. The owner must sign the following authorisation to allow the applicant to apply for a licence in the applicant’s name:

Owner’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Under no circumstances should any felling operations commence until the Department has issued a Licence.**



**Required information that will not be displayed in the Forestry Licence Viewer**

**Part 1 – information in relation to the applicant.**

**1a Individual**

Eircode: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

If the applicant does not have a Felling Licence Applicant (FLO Number), please enter one of the following to facilitate registration on the Felling Licence Database: \_\_\_\_\_

Herd No: \_\_\_\_\_ or  
 FO No: \_\_\_\_\_ or PPSN: \_\_\_\_\_ and DOB: \_\_\_\_\_

**1b Legal Entity**

If the applicant does not have a Felling Licence Applicant (FLO Number), please enter one of the following to facilitate registration on the Felling Licence Database: \_\_\_\_\_

Herd No: \_\_\_\_\_ or FO No: \_\_\_\_\_

**Required information that will not be displayed in the Forestry Licence Viewer**

**Part 2 – information in relation to the agent.**

If you do not have Felling Licence Agent Number, please enter either of the following to register the above-named agent on the Felling Licence Database: Herd No: \_\_\_\_\_ or FO No: \_\_\_\_\_

Or PPSN: \_\_\_\_\_ and DOB: \_\_\_\_\_ (where the agent is an individual)

**Required information that will not be displayed in the Forestry Licence Viewer**

**Part 3 – information in relation to landownership.**

If the land is registered with the Property Registration Authority, please provide the folio number(s). If the land is unregistered, please provide proof of ownership with the application.

Registered:  Unregistered:

Folio(s): \_\_\_\_\_



### MAP INFORMATION REQUIRED

Each application should be accompanied by maps that clearly identify the location of the trees to be felled. At least two maps must be supplied, which must be signed and dated by the landowner or agent:

**1. Site Location Map**

A map showing the location of the trees in relation to the wider area or district, including an access road. An example of the type of map required is the 1:50,000 Ordnance Survey Map product.

**2. Tree Location Map**

A map outlining the specific area on which the trees to be felled stand. An example of the type of map required is an Ordnance Survey 1:5,000 series raster map, or a recent colour aerial photograph. Any map supplied must give clear detail; otherwise delays may be experienced as the map may need to be returned.

The individual trees or forest areas to be felled should be clearly delineated on the Tree Location Map and numbered according to the Plot No. information supplied in Part 3 and 4 of the application. The felling areas (Part 3) and replanting areas (Part 4) should have the same boundaries on the ground as delineated on the map.

Please refer to the Forest Service website for examples of completed application forms and maps.

### CHECKLIST

- Parts 1 to 7 are fully completed.
- Parts 1, 2 and 3 on page 7 are fully completed.
- Declaration is signed and dated.
- The application is accompanied by the fee of €20.
- Where the landowner is nominating a third party to act on their behalf, make sure the landowner has signed Part 7.
- Where land is unregistered, provide proof of ownership.
- Two maps are supplied clearly delineating the individual trees or the area of trees to be felled.
- The maps are signed, dated and annotated correctly.
- For those sites with a non-standard reforestation objective (other than 1.CHF or 2.BHF or 3.MHF), the Department requires a management plan. The management plan included with your application should describe the planned operations as shown in the Guidance Notes, which can be found on the Department's website.

### CONTACT DETAILS

Completed applications forms and maps should be posted to:

Felling Section  
 Forestry Division  
 Department of Agriculture, Food and the Marine  
 Johnstown Castle  
 Co. Wexford  
 Y35 PN52

**Tel:** 053 91 63425/63400

**Email:** [felling.forests@agriculture.gov.ie](mailto:felling.forests@agriculture.gov.ie)

### DATA PRIVACY

For full details of Forestry Division's Privacy Notice in relation to the Forestry Licence Viewer, please see [link].