

## National Trust Heritage Appeals

### Application Form

Please note you should read the companion *Heritage Appeals Eligibility and Information* document before completing this form. If you need more space, please attach further pages, or complete this form typed out as a word document.

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#### PART 1 : DETAILS OF PLACE AND WORKS PROPOSED

##### 1. Name of place or object:

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2. **Name of Applicant** (Board or Committee of Management, Church Committee, owner of eligible place or object, etc.):

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##### 3. Current heritage listing:

Note your place or object may be one more than one list. If you are uncertain, please call the organisation/agency concerned or check available on-line registers.

Register name and weblink	Identification No./File No
<a href="#">Listed by the National Trust of Australia Qld</a>	
<a href="#">Listed on the Queensland Heritage Register</a>	
<a href="#">Listed on the Commonwealth Heritage List on the Australian Heritage Database</a>	
<a href="#">Listed on the Australia's National Heritage List</a>	
Listed on the Local Council Heritage Schedule –Visit your local council website.	
If not listed, has a Heritage Assessment or other study established the place's heritage significance (if yes, please attach)	

#### 4. Ownership eligibility

Places and objects which are eligible include the following (please tick as appropriate):

- Places or objects owned by community or not-for profit incorporated bodies. This can include bodies with exclusive membership such as private clubs, sporting or arts groups and the like, as well as religious organisations.
- Heritage places or objects owned by Government departments, agencies or statutory authorities provided that they are accessible or viewable by the public.
- Places under the responsibility of not-for-profit community bodies acting as a Committee of Management.
- Places owned by a Government but leased or managed by not-for-profit community bodies.
- Objects in public places such as statues, memorials and fountains owned or managed by a local municipality.
- Objects that are privately owned and publicly viewable or accessible but the restoration of which would not provide a direct financial benefit to the owner.

Places and objects which are **not** eligible include:

- Places owned by an individual or private company, family trust or the like.
- Places operating on a commercial or for-profit basis.

Please attach documentation of ownership status if unclear.

#### 5. Details of the proposed works

Provide a summary of the works, and attach any relevant detailed material such as a Conservation Management Plan, a schedule of works, or as a minimum photos, plans, specifications and estimated timelines prepared by a conservation practitioner (attach a separate page if needed). **Please attach any relevant related documents such as Project Description, Conservation Management Plans, Project Briefs, Designs etc**

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**6. Estimated cost of the works**

\$ \_\_\_\_\_

**Proposed appeal target** (we recommend that the target is greater than the estimated cost in order to allow for contingencies, fees etc.).

\$ \_\_\_\_\_

**7. Other proposed works**

Are there any proposed affecting any part of the site, buildings or structures? If so, please provide details.

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**8. Permits**

Have you or are you in the process of obtaining the necessary heritage, planning and building approvals? Are there any other current or active building, planning or State agency permits, relating to the proposed or other works? Please provide copies of any development/planning approvals for the proposed conservation works from the relevant statutory authority.

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**9. Conservation practitioners**

What is the name of the proposed conservation practitioner who will manage the project? Conservation practitioners include conservation architects, heritage consultants, organ specialists, stained glass and fine art restorers depending on the project. A suitably qualified heritage specialist should be used to document and monitor the works. For advice on

obtaining appropriate heritage expertise please contact the National Trust. Note that if the proposed works are simple in nature, such as the replacement of like-for-like materials, approval by your local council's Heritage Advisor of the works and the appointment of a tradesperson may be all that is required.

Conservation Practitioner Name:

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Phone number:

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Email address:

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**PART 2: DETAILS OF APPLICANT**

<b>APPLICANT DETAILS</b>	<b>ENDORSEMENT OF OWNER (if not applicant)</b>
APPLICANT NAME	OWNER NAME
POSITION	POSITION
SIGNATURE	SIGNATURE
DATE	DATE
PHONE	PHONE
EMAIL	EMAIL
POSTAL ADDRESS	POSTAL ADDRESS

Applications should be addressed to:

Advocacy Manager  
National Trust of Australia (Queensland)  
28 Tomewin Street  
Currumbin Qld 4223

If you have any enquiries, please contact Keri Hackett [khackett@nationaltrustqld.org](mailto:khackett@nationaltrustqld.org)