



CAPE NATURE: ADMINISTRATION, LICENCE AND PERMIT FEES: 2016/2017

Although we endeavour to process all applications as speedily and as efficiently as possible, the usual turnaround period to issue most permits is 5 – 10 working days from receipt of a complete application.

Please note that this turnaround period only applies to applications that do not trigger an on-site inspection, management plan evaluation or consultation with another / third party (i.e. importing or exporting Province / country) and includes: CITES permits and letters, protected wild animal transport permits within the WCP only, protected flora export and import permits and transport permits for cycads within the Western Cape only.

An express service fee is also available for these applications where the turnaround period is 24 working hours from receipt of a complete application.

To ensure that we are able to meet these turnaround periods please ensure that your application form is completed correctly and signed and includes all supporting documents (if required) and proof of payment before submitting your application. Incomplete applications will lead to unnecessary delays and your application will in all likelihood not be processed in the above turnaround period.

Please also ensure that your application process and the relevant turnaround period (i.e. 5 – 10 working days or 24 working hours) is factored into any arrangements (i.e. export, transport etc) prior to submission of your application.

For enquiries as to the turnaround period for your application, please contact CapeNature's permit office.

For a list of all of the permit administration, licence and permit fees, please scroll to the page below.

The Western Cape Nature Conservation Board trading as **CapeNature**

Board Members: Prof Gavin Maneveldt (Chairperson), Mr Carl Lotter (Vice Chairperson), Mr Mervyn Burton, Prof Denver Hendricks, Dr Colin Johnson, Dr Bruce McKenzie, Ms Merle McOmbring-Hodges, Adv Mandla Mdludlu, Mr Danie Nel, Prof Aubrey Redlinghuis, Mr Paul Slack, Prof Kamilla Swart-Arries

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LICENCE/PERMIT	CODE	CURRENT AMOUNT PAYABLE	AMOUNT PAYABLE 1 APRIL 2016	CONCESSION
FAUNA				
Hunting Licence	800490	R170 per annum	R200	None
Hunting Licence Book (20 licences per book)	800490	R3400	R4000	None
Professional Hunter	800490	R200 per annum	Status quo	None
Hunting Outfitter	800490	R800 per annum	Status quo	None
Director of Professional Hunting School	800490	R1000 per annum	Status quo	
#Professional Hunting Exam - Administration fee to mark or invigilate exam(s)	801060	R200 administration fee per exam	Status quo	None
Certificate of Adequate Enclosure	800490	R900 administration fee (certificate valid for 3 years)	R1000	None
Hunting and Prohibited Hunting Method permit: Hunting / capture / collection out of hunting season, etc. (i.e. for crop damage)	800490	R100.00 administration fee per application	R150	Scientific collecting / research permits & Bird Ringing / Damage causing animal permits: free
Permit to hunt out of season or to hunt a species that does not appear on the annual hunting proclamation for sport hunting purposes	800490	R500.00 administration fee per application	Status quo	None
#*Protected wild animal transport/import /export permit for the Western Cape. (EXCLUDING CITES import and export permits, see below for CITES) – Express service fee payable for transport permits within the Western Cape only.	800490	R100.00 administration fee per application	R150	[*]For administration fees, businesses/traders may register with WCNCB at a once-off payment of R2000.00 per annum. Once registered, all applications received during the validity period of such registration will be processed free of administration charge. Please note that this registration does not include permit replacement/re-issues, filming and express service applications (see below). A fee concession may also be considered in respect of applications received from recognised research institutions or projects, and in respect of conservation programs that are not conducted for commercial gain.
*Wild animal captivity permit	800490	R100.00 administration fee per application	R150	
Protected wild animal captivity / transport permit for show or exhibition	800490	R300.00 administration fee per application	R350	
* <u>Endangered</u> Wild Animal: Possession of live animal or carcase and transport thereof	800490	R100.00 administration fee per application	R150	
#* <u>Protected</u> Wild Animal Carcase: buy, sell or import carcase (EXCLUDING CITES, see below for CITES) – Express service fee payable	800490	R100.00 administration fee per application	R150	

To import, transport, export and stock live fish	800490	R100.00 administration fee per application	R150	
LICENCE/PERMIT	CODE	CURRENT AMOUNT PAYABLE	AMOUNT PAYABLE 1 APRIL 2016	CONCESSION
*Registration fee per dealer per annum	800490	R1500 per annum	R2000	
Registration fee for game trader per annum – To translocate game species / <u>including</u> (capture) prohibited hunting method applications (optional)	800490	R2000	R2500	
FLORA				
Licence to sell <u>protected flora</u> if registered as a seller only	800490	R750.00 valid for 3 years	Status quo	None
Licence to sell <u>protected flora</u> if registered as a grower only	800490	R250.00 valid for year	Status quo	None
#* <u>Protected flora</u> : Export and import permit – Express service fee payable	800490	R100.00 administration fee per application (permit valid for 1 month) or R1200 (permit valid for 1 year)	R150	*For administration fees, businesses/traders may register with WCNCB at a once-off payment of R2000.00 per annum. Once registered, all applications received during the validity period of such registration will be processed free of administration charge. <u>Please note that this registration does not include permit replacement/reissues, filming and express service applications (see below).</u> A fee concession may also be considered in respect of applications received from recognised research institutions or projects, and in respect of conservation programs that are not conducted for commercial gain.
* <u>Endangered flora (e.g. CYCAD)</u> : Permit for possession, transport, import, export, buy, sell, donate, receive as a donation etc. of endangered flora. Express service fee payable: For transport of cycads within the Western Cape only.	800490	R100.00 administration fee per application	R150	
*Registration fee per dealer per annum	800490	R1500 per annum	R2000	

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LICENCE/PERMIT	CODE	CURRENT AMOUNT PAYABLE	AMOUNT PAYABLE 1 APRIL 2016	CONCESSION
#CITES				
#CITES permit / certificate – Express service fee payable	800590	R350 administration fee per application	R400	<p>Businesses/traders may register with WCNCB at a once-off payment of R8000 per annum or 150 permits/certificates, whichever expires first.</p> <p>In other words, if you pay R8000 on 1 April 2016 and are issued 150 permits any time before 1 April 2017, you will have to pay R8000 for another 150 permits/certificates (or year from the date of that payment). On the other hand if you've only used 120 permits from your original 150 by 1 April 2017, your registration expires and you'll have to pay R8000 then for another year (or 150 permits/certificates). Permits remaining from the original 150 are not carried-over from year to year.</p> <p align="center">Express service applications will be taken from the above-mentioned 150 permits/certificates.</p> <p>A fee concession may be considered in respect of applications received from recognised research institutions or projects, and in respect of conservation programs that are not conducted for commercial gain.</p>
#Non-CITES letter – Express service fee payable	800590	R200 administration fee per application	R250	
CITES personal effects book: Issued to traders selling wildlife products to international tourists exporting the product(s) as a personal item.	800590	R2500 per CITES personal effects book	Status quo	
CITES registration fee per dealer per annum	800590	R7000 per annum / per 150 permits	R8000	

FAUNA, FLORA AND CITES

LICENCE/PERMIT	CODE	CURRENT AMOUNT PAYABLE	AMOUNT PAYABLE 1 APRIL 2016	CONCESSION
#For URGENT applications an additional administration fee for express service is levied. Such applications will enjoy priority attention. <u>PLEASE NOTE THAT THIS SERVICE IS APPLICABLE TO APPLICATIONS THAT ARE SUBMITTED TO AND PROCESSED BY CN's HEAD OFFICE ONLY.</u>	Same code as permit applied for	Additional fee to the same value of permit / certificate / licence / administration fee	Status quo	None
Additional administration fee (surcharge) for applications involving filming	Same code as permit applied for	R500 / application	Status quo	None
Request for photocopies of previous permits, records, Ordinance and other legislation will carry an administration fee	801060	R60 / per request	Status quo	None