## How to use this document

You can use this template to provide the supporting information required to accompany an application for an extension of duration for a prospecting permit under the [Crown Minerals (Minerals Other than Petroleum) Regulations 2007](https://www.legislation.govt.nz/regulation/public/2007/0399/latest/DLM1120013.html) (the Regulations) and the [Crown Minerals Act 1991](https://www.legislation.govt.nz/act/public/1991/0070/latest/DLM242536.html) (the Act).

Filling out all the information in this template will help us make a timely decision on your application.

What you need to do:

1. **Download this template and fill it out on a computer.**

* Provide the requested information under the headings to the best of your ability.
* Type your answers into the input boxes and fields or check the tick boxes when applicable.
* You can insert tables and pictures into the boxes if needed.
* Expand the boxes if you need more room for your answers.
* The notes under each heading give guidance, tips and reminders of what you can provide.

1. **Fill out the application form (APP-02)** by using the [online permitting system (OPS)](https://www.nzpam.govt.nz/permits/online-permitting-system/) or by downloading it: [Application for an extension of duration [PDF 514KB]](https://www.nzpam.govt.nz/assets/Uploads/permits/permit-forms/minerals-app-02-application-form.pdf)
2. **Send us your filled out template** by uploading it to your application through OPS or by emailing it to us at [nzpam@mbie.govt.nz](mailto:nzpam@mbie.govt.nz).
3. **Attach all other supporting information to your application form.** This could include maps, or other documents that you think would support your application.

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| 1 | Permit details | | |
| Permit number: | |  |
| Name of permit holder: | |  |

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| 2 | Application timeframe |

An application to extend the duration of a prospecting permit needs to be submitted at least 90 days before the expiry date of the permit. NZP&M can only accept a late application if satisfied that there are compelling reasons why the permit holder could not comply with the timeframe.

Indicate below whether your application has been made within the required timeframe.

The application is being made 90 days or more before the permit expires.

The application is being made less than 90 days before the permit expires. If so, provide reasons why the 90-day timeframe could not be met:

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| 3 | Area |

You are required to provide a map of the proposed permit area being sought for the extension of duration, which you can upload to your application through the online permitting system (OPS) or email it into us. If you are making any changes to the existing permit area, you can use the mapping standards to help you plot your permit area.

Refer to the [Mapping standards for minerals permit applications [PDF 215KB]](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.nzpam.govt.nz%2Fassets%2FUploads%2Fpermits%2Fminerals-guidelines%2Fmapping-standards-for-minerals-permit-applications.pdf&data=05%7C02%7CRobyn.McClymont%40mbie.govt.nz%7C0e5d10b3a48e415895ff08dd1ed99ec1%7C78b2bd11e42b47eab0112e04c3af5ec1%7C0%7C0%7C638700642199885300%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=BD%2ByIEqiEqc96CQQ4%2BEGfhl6SOztWO1A6kzRRvyGEXw%3D&reserved=0)

A prospecting permit should only include land that you are intending to investigate. If you are not planning to investigate the whole permit area during the extension period, the unused areas should be removed from your permit.

An extension of duration for a prospecting permit will ordinarily be granted over an unbroken area that is for no more than half of the original permit area.

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| Is the area proposed to be retained for the extension period an unbroken area?  Yes.  No. If so, provide reasoning as to why you consider this is appropriate: |

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| Is the area to be retained more than half of the original permit area?  No.  Yes. If so, provide reasoning as to why you consider this is appropriate. |

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| 4 | Duration |

Indicate the extension period that you are applying for. A prospecting permit cannot be extended beyond four years from the date of commencement of the permit.

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| 2 years  other – please specify and provide reasoning: |

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| 5 | Proposed work programme for the extension period |

Propose a minimum work programme for the extension period.

An example of a work programme for a prospecting permit is provided below. A work programme for an extension of duration should build on the work programme of the initial permit term.

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| **Example work programme:**  *1. Within 48 months of the commencement date of the permit, the permit holder shall (to the satisfaction of the chief executive):*   1. *complete a further programme of geochemical rock chip and / or soil sampling for a minimum of a further 200 samples;* 2. *complete a programme of trace element geochemical analysis for a minimum of 100 samples;* 3. *complete a ground-based geophysical survey;* 4. *identify exploration targets, and* 5. *prepare a technical report detailing all work completed during this stage of the work programme, including QAQC information and data sufficient to demonstrate levels of accuracy and precision, to be submitted to the chief executive in accordance with the regulations.* |

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| **Use this space to propose the work programme for the extension of duration of the permit:** |

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| 6 | Reasons why the Minister should extend the duration of the permit |

**You are required to provide a statement of reasons why you consider that the duration of the permit should be extended. In particular you should include discussion of following:**

* the objectives of the proposed minimum work programme to be carried out during the proposed extension; and
* the proposed prospecting activities, including the extent to which the programme proposes to use new or improved sampling, analytical, or survey techniques.

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* the results of prospecting already undertaken by the permit holder
* the geology and potential mineralisation of the permit area; and
* a statement as to whether the extension is being sought to enable the applicant to complete or extend a work programme already under way, and the geological reasons that justify an extension.

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**Provide a statement as to whether the proposed prospecting activities will investigate the full extent of the land to be covered by the permit.**

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| 7 | Expenditure for the extension period |

Provide an estimate for the minimum amount of money that you expect to spend for the duration of the extension period. When doing this you should include a breakdown of the costs of each work programme obligation (refer to section 5 above).

Below is an example of a cost breakdown for a prospecting permit.

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| ***Work programme obligation*** | ***Estimated cost*** |
| *Complete a programme of geochemical sampling – 200 samples* | *$8,000* |
| *Complete programme of trace element analysis – 100 samples* | *$5,000* |
| *Ground-based geophysical survey* | *&7,000* |
| *Identify exploration targets* | *$5,000* |
| *Technical reporting* | *$5,000* |
| ***Total (whole duration)*** | ***$30,000*** |

Use the blank table below to estimate the cost of your minimum work programme.

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| **Work programme obligation** | **Estimated cost** |
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| **Total (whole duration)** |  |

You can use this space to explain how you determined the estimated costs (i.e., if based on quotes or known rates).

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| 8 | Compliance with the permit |

Before granting an extension of duration, we will ordinarily consider whether the permit holder has complied with the conditions of the permit, the Regulations, and the Act. This includes:

* compliance with the payment of annual fees and royalties
* completion of annual summary reports and technical reporting
* compliance with permit/licence work programme obligations
* revocation of a permit/licence.

You should also provide details of any non-compliance, and provide an explanation for why these instances occurred and how you intend to prevent these instances from occurring during the extension period.

A previous history of non-compliance will not necessarily prevent you from being granted an extension of duration. However, failing to disclose non-compliance may delay a decision on your application.

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| Provide details of any non-compliance with the permit, the Regulations, or the Act: |