## How to use this document

You can use this template to provide the supporting information required to accompany an application for a change of minerals for a Tier 2 mining 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** by using the [online permitting system (OPS)](https://www.nzpam.govt.nz/permits/online-permitting-system/) or by downloading it: [Application to change minerals [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.
3. **Attach all other supporting information to your application through OPS or email it to us with this template.** This could include bank statements, permit map, supporting letters etc.

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

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| 2 | Requested change |

Provide details of the permit and the change of minerals being applied for.

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| What mineral(s) does the permit currently include? |
| If you are **removing** mineral(s) from the permit, specify the mineral(s) being removed here, then complete sections 3, 7 and 8.  |
| If you are **adding** mineral(s) to the permit, specify the mineral(s) being added here, then complete sections 4 to 8. |

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| 3 | Removing minerals from the permit |

**Only complete this section if you are removing minerals from the permit, then jump to sections 7 and 8.**

Provide a statement as to why the mineral(s) should be removed from the permit. You can include evidence that the minerals are not capable of being mined within current technical and/or economic restraints.

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| 4 | Mineral Ownership |

Are you applying to add any mineral(s) other than gold or silver?

[ ]  Yes.

[ ]  No. Continue to section 5.

Does your permit already include mineral(s) other than gold or silver?

[ ]  Yes. A Land and Mineral Status (LMS) report should already be on file with NZP&M. Continue to section 5.

[ ]  No. Please provide a LMS report. You can attach the LMS report to your application in OPS or email it to us at NZPAM@mbie.govt.nz

An LMS report will tell you if the non-statute mineral you are applying for is privately owned or owned by the Crown. You do not need a permit under the Act to mine privately owned minerals.

You can find out more about LMS reports on our website.

[Mineral ownership and Land and Mineral Status (LMS) reports](https://www.nzpam.govt.nz/assets/Uploads/permits/minerals-guidelines/mineral-ownership-lms-reports.pdf)

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| 5 | Feasibility of mining the additional minerals. |

### Provide details of how you propose to mine the additional mineral(s). You should include geological evidence that the additional mineral(s) are capable of being mined in the area.

You should support this with maps, diagrams, cross-sections, and any other evidence supporting the location and extent of the mineral(s) being added.

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| 6 | Description of the additional mineral resource |

**Provide a mineral resource estimate for each of the minerals you are proposing to add to the mining permit.**

You should provide an estimate of both the total in-ground resources and mineable mineral resource. Your estimate should include a quantification of the additional resource and should be expressed in appropriate units. The estimate of a mineable mineral resource may include inferred, indicated, and measured resources or deposits and probable and proved resources or deposits.

Your mineral resource estimates should be based on appropriate exploration data. You should include a description of the supporting data and the method used to calculate your estimate, including quality control and assurance. Your resource estimate may also be supported by:

* the results of previous mining within the application area
* the results of similar operations that exist in the vicinity of the application area, and
* existing knowledge of the application area and/or mining method

You can support your estimate with a map of the application area demonstrating the location and extent of the exploration data and mineral resource.

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| Estimated total in-ground mineral resource in the application area:troy ounces / grams / m3 / tonnes |
| Estimated mineable mineral resource in the application area:troy ounces / grams / m3 / tonnes |
| Explain how you came to this estimate, including:* the exploration data used
* the methodology used
* if your mineral resource estimate has been calculated based on volumes and grades (for example, for alluvial gold), include your calculations here.

This may require you to attach a separate document.  |

For guidance on how to calculate a resource estimate, you can refer to our example of an alluvial gold mining permit application.

[Example of an Alluvial Gold Mining Permit Application](https://www.nzpam.govt.nz/assets/Uploads/permits/minerals-guidelines/alluvial-mining-permit-exemplar.pdf)

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| 7 | Work programme |

The work programme for your permit is specified in your permit certificate.

Are you proposing to change the work programme of the permit as a result of the change of minerals application?

[ ]  No. We will be in touch with you if we have concerns about your work programme.

[ ]  Yes. Use the box below to propose any changes.

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| Propose any changes to the permit work programme. |

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| 8 | Point of valuation |

Your permit certificate will specify a point of valuation for the minerals already authorised under the permit.

Are you proposing to change the point of valuation for royalties payable under the permit as a result of the change of minerals?

[ ]  No. We will be in touch with you if we have concerns about the point of valuation.

[ ]  Yes. Use the box below to propose any changes.

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| Propose any changes to the point of valuation for royalties payable under the permit. |