## How to use this document

You can use this template to provide the supporting information required to accompany an application 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 (APP-01)** by using the [online permitting system (OPS)](https://www.nzpam.govt.nz/permits/online-permitting-system/) or by downloading it: [Application for a new minerals permit [PDF 353KB]](https://www.nzpam.govt.nz/assets/Uploads/permits/permit-forms/minerals-app-01-application-form.pdf) You will need to provide personal information.
2. **Send us your completed 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 through OPS or email it to us with this template.** This could include bank statements, proposed permit map, supporting letters etc.

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| 1 | Application contact details |

This is the person we will be contacting about the application.

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| Application contact name:  *First name and last name.* |  |
| Email: |  |
| Phone: |  |

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| 2 | Mineral ownership |

Are you applying for any minerals other than gold and silver?

No

Yes. If so, you are required to provide a Land and Minerals Status (LMS) report before your application can be granted. You can attach the LMS report to your application in OPS or email it to us at [NZPAM@mbie.govt.nz](mailto:NZPAM@mbie.govt.nz).

An LMS report will tell you if the mineral you are applying for is privately owned or owned by the Crown. You do not need a permit from NZP&M to explore for privately owned minerals.

You can find out more about LMS reports on our website

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

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| 3 | Application area |

**You are required to provide a map of the proposed permit area which you can upload to your application through the online permitting system (OPS) or email it to us. The mapping standards for minerals permit applications set out guidance which can be used to help you plot your permit area.**

Refer to the [Mapping standards for minerals permit applications [PDF 215KB]](https://www.nzpam.govt.nz/assets/Uploads/permits/minerals-guidelines/mapping-standards-for-minerals-permit-applications.pdf)

Before applying, you should make sure that the land and minerals are available to be permitted. Use the Minerals Permit Webmap to check if the land is available for permit applications.

[The Minerals Permit Webmap](https://www.nzpam.govt.nz/maps-geoscience/minerals-webmaps/)

**Clearly identify the location and the size (in hectares) of the application area.**

An application for a mining permit should only include land that will be mined or that is necessary to develop the mining operation. Additional areas should be removed from your application.

Ordinarily, a Tier 2 mining permit application will be for an unbroken area of less than 200 hectares. If your application area doesn’t meet those criteria, you must justify why the proposed area is appropriate.

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| Are you applying for an area that is broken or an area larger than the ordinary limit?  No  Yes. If so, provide reasoning as to why you consider it necessary: |

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| 4 | Duration |

**State how long you want the permit for.**

Ordinarily, a Tier 2 mining permit for alluvial gold will be granted for a period not2 longer than 10 years.

For all other Tier 2 mining permits, the duration should reflect the amount of time considered necessary to deplete the mineral resource. This cannot be more than 40 years, and you should support your proposed duration with evidence to demonstrate why the duration sought is appropriate.

There is the ability to apply for an extension of duration to the permit.

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| 5 | Geology of the application area |

### Provide a description of the regional and local geology of the application area, and how it relates to the resource or deposit you will mine.

Explain why the proposed work programme and mining method is appropriate to the geology and mineral potential of the application area.

You can support this with a geological map of the application area.

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| 6 | Description of the mineral resource |

**Provide an estimate for the mineral resource in the application area.**

You need to provide as estimate of both the total in-ground resources and mineable mineral resources. Your estimates should include a quantification of the resource and should be expressed in appropriate units.

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 estimates 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:  troy ounces / grams / m3 / tonnes |
| Estimated mineable mineral resource:  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 an estimated resource, 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 | Mine feasibility |

Provide a description of your mining feasibility studies.

This should include:

your mine design, demonstrating how mining is proposed to progress across the application area. This should be supported by a map of the application area showing how mining is proposed to progress

a mine schedule and estimated mineral production rate

your mining method and estimated resource recovery

the economic viability of the proposed mining.

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| 8 | Proposed work programme |

### Propose a work programme for the permit. A work programme states the specific activities that you propose to undertake.

### The final work programme for your permit will be decided in negotiation with NZP&M when your application is assessed.

At a minimum, the work programme for a Tier 2 mining permit should specify:

when mining will commence

the mining methods that will be used

the minimum mining rate expected to be met, usually expressed in cubic metres/year or tonnes/year

an obligation to carry out rehabilitation as appropriate.

### A work programme for a Tier 2 mining permit may also include:

ongoing exploration work as appropriate.

An example of a work programme for a Tier 2 alluvial gold mining permit is provided below.

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| **Example work programme:**   1. *Within 12 months of the commencement date of the permit, the permit holder shall (to the satisfaction of the chief executive):* 2. *Commence mining on the permit.* 3. *The permit holder shall, to the satisfaction of the chief executive, carry out the following work programme:* 4. *Stripping of topsoil and overburden and stockpiling, backfilling, or other disposal as appropriate, using earthmoving machinery as necessary;* 5. *From the commencement of mining set in condition 1(a), undertake the mining of gold bearing gravels for the recovery of gold at the minimum rate of 50,000 cubic metres per annum (unless otherwise approved in writing by the chief executive) using earthmoving equipment as required; and* 6. *Undertake rehabilitation as appropriate.* |

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| Use this space to propose your own work programme: |

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| 9 | Permit expenditure |

Provide an estimate for the minimum amount of money you expect to spend setting up the mining operation, and estimate how much money you expect to spend for each year of operation.

When calculating these estimates, you should consider:

* the cost of buying or leasing any equipment
* fuel and maintenance costs
* labour costs
* the annual NZP&M permit fees
* general administrative costs, and
* any other costs that you consider relevant e.g. access arrangements and resource consent costs.

Below is an example of a cost breakdown for a Tier 2 mining permit:

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|  | ***Item*** | ***Estimated cost*** |
| ***Start-up costs*** | *Purchasing/hiring equipment* | *$70,000* |
| *Other (access arrangements, resource consenting costs)* | *$30,000* |
| ***Total (start-up costs)*** | ***$100,000*** |
| ***Estimated annual costs*** | *Overburden  (50,000 bcm @ $3.00/m3)* | *$150,000* |
| *Wash (50,000 bcm @ $4.00/m3)* | *$200,000* |
| *Labour  (2 people @ $35/hour for 42 weeks)* | *$165,000* |
| *Annual maintenance* | *$50,000* |
| *Other (ongoing access/permit fees, royalties, etc)* | *$80,000* |
| ***Total (annual costs)*** | ***$645,000*** |

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

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|  | **Item** | **Estimated cost** |
| **Estimated start-up cost:** |  |  |
| **Total (start-up costs)** |  |
| **Estimated annual cost** |  |  |
| **Total (annual costs)** |  |

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

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| 10 | Good industry practice |

**Provide a statement as to whether the exploration operation is in accordance with good industry practice.**

Good industry practice is defined in the Act as ‘acting in a manner that is technically competent and at a level of diligence and prudence reasonably and ordinarily exercised by experienced operators engaged in a similar activity and under similar circumstances but does not include any aspect of the activity regulated under environmental legislation.’

Explain:

what skills, training and experience you have to undertake the mining at a level of diligence and prudence reasonably and ordinarily exercised by experienced operators.

whether you will mine the permit area using a suitable method in accordance with the work programme of the permit, and

what systems and processes you have in place to avoid, mitigate and manage operational risks, including health and safety risks.

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| 11 | Technical capability |

State the qualifications, skills and/or experience you have that is relevant to the proposed mining operation. This should include any training, experience or knowledge that you have in relation to the proposed mining method and equipment. For example, you could indicate if you have previously held a Tier 2 mining permit or if you have worked with other permit holders on other permits.

If you are planning to subcontract this work, you should include any experience that you have managing a project of this nature. You should also include the names and experience of any contractors that you are planning to engage.

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| 12 | Financial capability |

**To grant your application we need to be satisfied that you have the financial capability to carry out the activities proposed in your work programme.**

Provide evidence that demonstrates that you have the financial capability to carry out the proposed work programme (refer to Section 8 above). For Tier 2 mining permits, this means you should be able to demonstrate sufficient funding to commence mining and reach the point where the operation becomes self-sufficient, including the annual permit fee.

Refer to the [Guidance on financial capability [PDF 164KB]](https://www.nzpam.govt.nz/assets/Uploads/permits/minerals-guidelines/c13bca465d/guidance-financial-capability-determinations.pdf)

**Upload any/all of these documents to the OPS when you make your application, or email them to us at** [NZPAM@mbie.govt.nz](mailto:NZPAM@mbie.govt.nz)**.**

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| 13 | Compliance history |

Provide details of any known non-compliance with previous or current permits or licences you have held (including any overseas). 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 an explanation for why the non-compliance occurred and how you intend to prevent non-compliance from occurring again if you are granted a permit.

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

Select the option that applies:

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| Have you previously held another permit or licence in New Zealand or overseas?  No Yes  If yes, please provide the permit numbers: |
| Provide details or history of any non-compliance in relation to those permits: |

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| 14 | Point of valuation |

Propose a point of valuation for the minerals proposed to be mined (for example, the point of valuation may be the permit boundary)

The final point of valuation will be decided in negotiation with NZP&M when your application is assessed.

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| 15 | Additional information |

Use this space to provide a statement on any additional information that you consider relevant to support this application. In doing so, you should refer to the information set out in chapter 10 of the [Minerals Programme for Minerals (Excluding Petroleum) 2013](https://www.nzpam.govt.nz/assets/Uploads/our-industry/rules-regulations/minerals-programme-2013.pdf).

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