



## Application for a Licence to Fell Trees (please refer to Guidance Notes)

### Part 1 – Applicant who will be the licensee (please refer to Guidance Notes)

The Applicant can be the Owner(s), Lessee(s) or Occupier(s) of the land or an Agent of the Owner, Lessee or Occupier. (Please complete either part 1a or 1b, as appropriate).

Where there is more than one applicant (licensee), e.g. multiple owners, details of the person or legal entity to which the licence should be sent should be entered in part 1a or 1b below. Form *Felling Application 2* should be used to submit details of each additional applicant. It must be submitted together with this application.

<b>1a</b> Individual	Surname: _____ First Name (s): _____
	Address: _____
	Postcode: _____ Telephone: _____ Email: _____
	Please enter your Felling Licence Applicant Number (FLO No): _____
	If the applicant does not have a Felling Licence Applicant Number (FLO No), please enter one of the following to facilitate registration on the Felling Licence database: Herd No: _____ or FO No: _____ or PPSN: _____ & DOB: _____

<b>1b</b> Legal Entity	Legal Entity Name: _____ (e.g. company, partnership or trust)
	Address: _____
	Postcode: _____ Telephone: _____ Email: _____
	CRO No: _____ Felling Licence Applicant Number (FLO): _____
	If the applicant does not have a FLO number, please enter one of the following to facilitate registration on the Felling Licence database: Herd No: _____ or FO No: _____

Land ownership status:      Freehold       Leasehold       Occupier for the time being

### Part 2 – Agent Details (See guidance notes) only complete where an agent prepares the application on behalf of the applicant – the agent must not declare himself or herself to be the applicant/licensee.

Surname: \_\_\_\_\_ First Name (s): \_\_\_\_\_

Legal Entity Name: \_\_\_\_\_ CRO No: \_\_\_\_\_ (for company)

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Please enter your Felling Licence Agent Number: \_\_\_\_\_

If you do not have Felling Licence Agent Number, please enter either of the following to register the above named agent on the Felling Licence database: Herd No: \_\_\_\_\_ or FO No: \_\_\_\_\_ or PPSN: \_\_\_\_\_ & DOB: \_\_\_\_\_ (where the agent is an individual)







**Part 5 – Conversion from forest to another land-use (not applicable to a thinning application)**

Where the intention is to remove the trees and not replant the area felled, please specify the land-use that you propose to create:

- Enhancing Annex habitats and species       Supporting Renewable Energy and Energy Security   
 Commercial Development       Other (please specify) \_\_\_\_\_

**Applicants are generally required to afforest alternative land of good quality and equivalent size to the area that is to be felled. (Please refer to Guidance Notes for further information).**

It should be noted that where grant-aided forestry currently in receipt of premium payments is the subject of this application, **any grants and premiums that were paid by the Forest Service in respect of the areas to be felled may require repayment.**

Where it is proposed not to replant any or all of the plots felled but instead to plant an alternative site, please complete Part 5a below. The proposed afforestation of alternative land must be evaluated and (if deemed suitable) approved by the Forest Service under the Forestry Act 2014 and associated Regulations, *before* the associated felling licence can be granted.

**5a Proposed Alternative Planting Site**

Address of Alternative Planting Site(s)	Forest Service Pre-Planting Approval Number	Name and Address of Owner of Alternative Planting Site	Any Other Details (e.g. Commitment to purchase an Alternative Site)



**Part 6 – Planning Permissions (where applicable)**

If the land where the trees are located is the subject of a Planning Permission Application or has had Planning Permission granted, please supply the following information:

Planning Authority: \_\_\_\_\_ Planning Register Number: \_\_\_\_\_

An Bord Pleanála Case Reference number (where applicable): \_\_\_\_\_

Development Description: \_\_\_\_\_

Current status of Planning Permission Application: \_\_\_\_\_

Date Planning Permission Granted (where applicable): \_\_\_\_\_

**Part 7 –Declaration**

- I understand that, in applying for a tree felling licence, if I furnish information or make a statement that I know to be false or misleading in a material respect, I shall be guilty of an offence.
- I hereby apply for a felling licence as set out in this application.
- I consent to the release of non-personal information supplied by me in respect of this application in order that the Department of Agriculture, Food and the Marine may comply with current environmental consultation and Freedom of Information Act requirements.
- If an agent has completed the application form on your behalf and you would like the agent to receive a copy of the licence, that may issue, please tick the following box

**Signature of the applicant\* (person applying to be the licensee, as specified in Part 1)**

\_\_\_\_\_ Date: \_\_\_\_\_

\* If the signatory is not the owner:

1. In what capacity is the signatory making the application (e.g. agent, forester, farm manager, son, daughter, etc. or position in the Company if the licensee is to be a company)?

\_\_\_\_\_

2. The owner must sign the following authorisation to allow the applicant to apply for a licence in the applicant’s name:

Owner’s signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Under no circumstances should any felling operations commence until the  
Department has issued a Licence.**



## Map Information Required

Each application should be accompanied by maps that clearly identify the location of the trees to be felled. At least two maps must be supplied, which must be signed and dated by the landowner or agent:

### 1. Site Location Map

A map showing the location of the trees in relation to the wider area or district, including an access road. An example of the type of map required is the 1:50,000 Ordnance Survey Map product.

### 2. Tree Location Map

A map outlining the specific area on which the trees to be felled stand. An original or composite map at a scale of 1:5,000 is required using either an Ordnance Survey 1:5,000 series raster map, or a recent colour aerial photograph. Any map supplied must give clear detail; otherwise delays may be experienced as the map may need to be returned.

The individual trees or forest areas to be felled should be clearly delineated on the Tree Location Map and numbered according to the Plot No. information supplied in Part 3 and 4 of the application. The felling areas (Part 3) and replanting areas (Part 4) should have the same boundaries on the ground as delineated on the map.

Please refer to the Forest Service website for examples of completed application forms and maps.

## Checklist

Please check the following

- Parts 1 to 7 are fully completed.
- Declaration is signed and dated.
- Where the landowner is nominating a third party to act on their behalf, make sure the landowner has signed Part 7.
- Two maps are supplied clearly delineating the individual trees or the area of trees to be felled.
- The maps are signed, dated and annotated correctly.
- For those sites with a non-standard reforestation objective (other than 1.CF or 2.BF or 3.MF), the Department requires a management plan. The management plan included with your application should describe the planned operations as shown in the Guidance Notes, which can be found on the Department's website.

## Contact Details

Completed applications forms and maps should be posted to the:

Felling Section  
 Department of Agriculture, Food and the Marine  
 Johnstown Castle  
 Co. Wexford  
 Y35 PN52

**Tel:** 053 916 3400    or    **Lo-call:** 1890 200 509

**Email:** [felling.forests@agriculture.gov.ie](mailto:felling.forests@agriculture.gov.ie)