## Overseas Payload Return Authorisation

## Instructions

Completing your application

The return of any space object owned by an Australian national to a specified place or area outside Australia, or a particular series of such returns, requires an overseas payload return authorisation, unless that space object is subject to another Australian permit or authorisation. This requirement includes space objects contained within sub orbital launches.

Before applying you should read and understand the Overseas Payload Return Authorisation application guidelines. Your application must include the information specified in section 4. Application requirements of the guidelines.

To apply you should:

* complete and submit an application on this form
* provide supporting materials

Your application must be made in writing and in English. If a required document is not in English, your application must also include an English language translation.

We assess applications using an evidence-based process. You should include materials to support your claims. Supporting materials should be robust, sufficiently detailed and appropriate for the scope and complexity of your proposed activity. We generally do not consider standalone statements of compliance against the requirements in the *Space (Launches and Returns) (General) Rules 2019* and *Space (Launches and Returns) Act 2018* to be sufficient.

We provide guidance on the information and documents you must submit. It is, however, your responsibility to obtain the evidence required in your application, including other government approvals. We will not prepare material for these approvals.

We aim to assess an overseas payload return authorisation application within 3 months from acceptance of a complete application.

A ‘stop-clock’ principle applies to the assessment. If in the course of assessing we find key information is missing or inaccurate, or is not at an appropriate level of detail, we will pause the assessment period and recommence on the day that necessary information is provided. We will also pause assessment if we have agreed to receive copies of relevant contracts within a certain timeframe and that timeframe has not been met.

If your application is considered incomplete we will notify you and provide you with feedback. We approach this step as an iterative process and understand there may be several iterations until an application is considered complete.

You should complete every page of the application form before you submit.

If you are providing information in attachments in support of or in lieu of a response you should detail in the relevant section of the application form the name of the attachment and where in the attachment the information can be found.

You must also read and agree to the declaration in the application form which advises you of your responsibilities.

Check all your answers before you submit your application.

You may submit your application by email to [regulation@space.gov.au](mailto:regulation@space.gov.au).

Getting help

We encourage you to contact us early in planning for any space activity that requires authorisation under the Act. Early engagement may help to resolve questions specific to your activity.

If you require further assistance completing this form, contact us by:

Email [regulation@space.gov.au](mailto:enquiries@space.gov.au)

Phone 1800 487 182 (within Australia)

+61 2 6276 1166 (outside Australia)

Useful links:

* [*Space (Launches and Returns) Act 2018*](https://www.legislation.gov.au/Details/C2021C00394)
* [*Space (Launches and Returns) (General) Rules 2019*](https://www.legislation.gov.au/Details/F2019L01118)
* [*Space (Launches and Returns) (Insurance) Rules 2019*](https://www.legislation.gov.au/Details/F2019L01120)
* [Overseas payload return authorisation application guidelines](https://www.industry.gov.au/australian-space-agency/regulating-australian-space-activities/conducting-australian-space-activities) (contained on the Agency website)

## Information about the applicant

**Section A relates to section 111 of the Space (Launches and Returns) (General) Rules 2019**

Are you an Australian national who has financial or ownership interest in a payload that is intended to return from space, carried by another space object that is foreign owned, to an overseas location?

**An Australian national is an Australian citizen, an Australian resident, a body corporate (for example a company registered in Australia) or a commonwealth, state or territory government.**

Yes – continue to the next question.

No – **STOP**, this is not the right application form for your intended space activity. Please speak to the Office of the Space Regulator at [regulation@space.gov.au](mailto:regulation@space.gov.au).

Are there any other Australian nationals that have financial or ownership interests in the payload that is intended to return from space?

Yes – please speak to the Office of the Space Regulator at [regulation@space.gov.au](mailto:regulation@space.gov.au) before submitting a completed application.

No – continue completing your application.

### Applicant details

**If you are applying as an Individual complete A.2. Primary Contact details instead of A.1.**

Legal name of entity

| Click here to enter text. |
| --- |

Business name/Trading name

| Click here to enter text. |
| --- |

ABN and/or ACN (leave blank if you do not have an ABN/ACN)

| Click here to enter text. |
| --- |

Applicant street address

| Click here to enter text. |
| --- |

Applicant postal address

| Click here to enter text. |
| --- |

Applicant phone number

| Click here to enter text. |
| --- |

Email Address

| Click here to enter text. |
| --- |

Website (if available)

| Click here to enter text. |
| --- |

### Primary contact

You must provide the details of a primary contact for your application.

**The primary contact is the person authorised to act on behalf of the applicant. We consider them our primary contact point for all aspects of this application. We will send all email correspondence to this person. If these details change, you must inform us as soon as possible.**

**If you are applying as an individual include your details in this section.**

Name

| Click here to enter text. |
| --- |

Position title

| Click here to enter text. |
| --- |

Address

| Click here to enter text. |
| --- |

Phone number

| Click here to enter text. |
| --- |

Mobile number

| Click here to enter text. |
| --- |

Email Address

| Click here to enter text. |
| --- |

Are you applying as an agent on behalf of another entity, organisation or individual who will be responsible for the return?

Yes  No

If you answered YES, please provide contact details for the entity, organisation or individual who will be responsible for the return in A.3

### Additional contact

Name

| Click here to enter text. |
| --- |

Position title

| Click here to enter text. |
| --- |

Address

| Click here to enter text. |
| --- |

Phone number

| Click here to enter text. |
| --- |

Mobile number

| Click here to enter text. |
| --- |

Email Address

| Click here to enter text. |
| --- |

## Organisational structure and personnel

**Section B relates to sections 111 and 112 of the Space (Launches and Returns) (General) Rules 2019**

### Organisational structure

Provide a description of your organisational structure, including chain of command and duties and responsibilities of each position in the chain of command.

**If this information is available in any of the attached documents you intend to provide with your application you only need to note which attachment and where the detail can be found.**

| Click here to enter text. |
| --- |

### Key personnel

Provide details of key staff, including roles, responsibilities and experience.

***Key staff must include at a minimum:***

* ***your chief executive officer or equivalent***
* ***those having or who would have authority to direct the conduct of the return***
* ***those who would have authority or oversight in relation to retrieval of the space object that is to be returned as a payload***

**Key Personnel 1**

Name

| Click here to enter text. |
| --- |

Date of birth

| Click here to enter a date. |
| --- |

Place of birth

| Click here to enter text. |
| --- |

Residential address

| Click here to enter text. |
| --- |

Current role within your organisation

| Click here to enter text. |
| --- |

Length of time in current role

| Click here to enter text. |
| --- |

What, if any, does this person have authority and/or oversight over in relation to the return of payload?

**Your response needs to clearly outline what authority and/or oversight over the conduct of the return and/or retrieval of the returning payload this person has.**

| Click here to enter text. |
| --- |

Relevant qualifications and experience:

**Your response needs to clearly outline how the person’s qualifications and experience relate to the authority and/or oversight over the conduct of the return and/or retrieval of the returning payload this person has.**

| Click here to enter text. |
| --- |

**Key Personnel 2**

Name

| Click here to enter text. |
| --- |

Date of birth

| Click here to enter a date. |
| --- |

Place of birth

| Click here to enter text. |
| --- |

Residential address

| Click here to enter text. |
| --- |

Current role within your organisation

| Click here to enter text. |
| --- |

Length of time in current role

| Click here to enter text. |
| --- |

What, if any, does this person have authority and/or oversight over in relation to the return of payload?

**Your response needs to clearly outline what authority and/or oversight over the conduct of the return and/or retrieval of the returning payload this person has.**

| Click here to enter text. |
| --- |

Relevant qualifications and experience:

***Your response needs to clearly outline how the person’s qualifications and experience relate to the authority and/or oversight over the conduct of the return and/or retrieval of the returning payload this person has.***

| Click here to enter text. |
| --- |

**Key Personnel 3**

Name

| Click here to enter text. |
| --- |

Date of birth

| Click here to enter a date. |
| --- |

Place of birth

| Click here to enter text. |
| --- |

Residential address

| Click here to enter text. |
| --- |

Current role within your organisation

| Click here to enter text. |
| --- |

Length of time in current role

| Click here to enter text. |
| --- |

What, if any, does this person have authority and/or oversight over in relation to the return of payload?

**Your response needs to clearly outline what authority and/or oversight over the conduct of the return and/or retrieval of the returning payload this person has.**

| Click here to enter text. |
| --- |

Relevant qualifications and experience:

***Your response needs to clearly outline how the person’s qualifications and experience relate to the authority and/or oversight over the conduct of the return and/or retrieval of the returning payload this person has.***

| Click here to enter text. |
| --- |

**Key Personnel 4**

Name

| Click here to enter text. |
| --- |

Date of birth

| Click here to enter a date. |
| --- |

Place of birth

| Click here to enter text. |
| --- |

Residential address

| Click here to enter text. |
| --- |

Current role within your organisation

| Click here to enter text. |
| --- |

Length of time in current role

| Click here to enter text. |
| --- |

What, if any, does this person have authority and/or oversight over in relation to the return of payload?

**Your response needs to clearly outline what authority and/or oversight over the conduct of the return and/or retrieval of the returning payload this person has.**

| Click here to enter text. |
| --- |

Relevant qualifications and experience:

***Your response needs to clearly outline how the person’s qualifications and experience relate to the authority and/or oversight over the conduct of the return and/or retrieval of the returning payload this person has.***

| Click here to enter text. |
| --- |

**Additional Key Personnel**

**If you need to provide details for more than 4 Key Personnel attach a separate document addressing the requested information in this section.**

### Ownership and control interests

Where relevant, in respect of each entity who has ownership or controlling interests in the proposed authorisation holder provide the following details:

***You will need to provide information about who has a controlling interest in the entity applying for the authorisation whether that be your business, company or university that you own/work for. If you are unsure of your response contact*** [regulation@space.gov.au](mailto:regulation@space.gov.au) ***for further advice.***

| **Legal name** | **Percentage Holding (%)** | **Physical Address/street address** | **Phone number** | **Email address** | **ABN/ACN (if any)** | **Place of incorporation or current nationality** |
| --- | --- | --- | --- | --- | --- | --- |
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**If the information requested in B.3. is available in any of the attached documents you intend to provide with your application please note which attachment and where the detail can be found.**

| Click here to enter text. |
| --- |

## Information about return of a space object

**Section C relates to section 113 of the Space (Launches and Returns) (General) Rules 2019**

Description of payload

| Click here to enter text. |
| --- |

What was the purpose for which the payload was launched?

| Click here to enter text. |
| --- |

Explain why the payload is being returned:

| Click here to enter text. |
| --- |

What is the proposed return location?

| Click here to enter text. |
| --- |

What is the proposed return period or return window?

| Click here to enter text. |
| --- |

What is the proposed return vehicle?

| Click here to enter text. |
| --- |

If known, what is the predicted trajectory of the return vehicle or parts of the return vehicle?

| Click here to enter text. |
| --- |

If known, provide details of any parts of the return vehicle expected to burn up on re-entry:

| Click here to enter text. |
| --- |

## Return safety

**Section D relates section 114 of the Space (Launches and Returns) (General) Rules 2019**

What safety requirements will apply to each proposed return in the country where the return will take place?

| Click here to enter text. |
| --- |

Using publicly available information, provide details of any returns (including attempted returns) conducted by the person or organisation responsible for each proposed return in the last 5 years, with the kind of return vehicle being used:

| Click here to enter text. |
| --- |

## Contracts

**Section E relates to section 115 of the Space (Launches and Returns) (General) Rules 2019**

***You are required to attach copies of any contracts you provide details about in section E***

Provide details of contracts for use or lease of facilities:

| Click here to enter text. |
| --- |

Provide details of contracts for others to conduct the return or undertake activities connected with the return:

| Click here to enter text. |
| --- |

Provide details of contracts for dealing with the payload after it is returned:

| Click here to enter text. |
| --- |

## Additional Information

### Further information

Are there any critical dates that you would like to make us aware of?

| Click here to enter text. |
| --- |

Is there any further information that you would like to tell us that has not already been covered in your application?

| Click here to enter text. |
| --- |

### Supporting documentation

You must attach supporting documentation such as plans and diagrams to support your permit application:

* **Contracts**

**You must include copies of the contracts that you have entered into, and information on contracts that you propose to enter into, for the purpose of the return or returns including (but not limited to) any contracts for use or lease of facilities, any contracts for others to undertake activities connected with the return and any contracts for retrieval of payload.**

***NOTE: In limited circumstances we may accept copies of relevant contracts after you have submitted your application, within an agreed timeframe.***

* **Any other additional information**

**You may include additional information/documentation that you deem relevant in support of your application and application claims.**

## Application declaration

### Privacy and confidentiality provisions

I acknowledge that this is an application for an Australian Government authorisation and that the Australian Space Agency, Office of the Space Regulator, will use the information I provide in accordance with the following:

* [*Australian Government Public Data Policy Statement*](https://www.pmc.gov.au/sites/default/files/publications/aust_govt_public_data_policy_statement_1.pdf)
* [*Space (Launches and Returns) Act 2018*](https://www.legislation.gov.au/Details/C2021C00394)
* [*Space (Launches and Returns) (General) Rules 2019*](https://www.legislation.gov.au/Details/F2019L01118)
* [*Space (Launches and Returns) (Insurance) Rules 2019*](https://www.legislation.gov.au/Details/F2019L01120)
* Overseas Payload Return Authorisation application guidelines
* Applicable Australian laws.

Accordingly, I understand that unless the information provided to the agency is identified as confidential information, the agency may share information provided in this application within this department and other government agencies for the following purposes:

1. the administration and assessment of the application
2. to ascertain if there is any reason why an authorisation should not be granted
3. to third parties for the purposes of conducting a technical review of your application, under deed of confidentiality

Unless otherwise prohibited by law.

I understand that information that is deemed ‘confidential’ in accordance with the Overseas Payload Return Authorisation application guidelines and rules may also be shared for a relevant Commonwealth purpose.

I also understand that the agency will publish information on successful authorisation applications in the public domain, including on the agency’s website, unless otherwise prohibited by law.

### Declaration

I declare that I have read and understood the Overseas Payload Return Authorisation application guidelines, including the privacy, confidentiality and disclosure provisions.

I declare that the proposed activities in this application have been endorsed by the applicant’s board/ management committee or person with authority to commit the applicant to the proposed activities outlined in the application.

I declare that the applicant will comply with, and require that its subcontractors and independent contractors comply with, all applicable laws.

I declare that I will notify the agency and update this application if information becomes no longer current or correct before a decision has been made on this application.

I declare that the information contained in this application together with any statement provided is, to the best of my knowledge, accurate, complete and not misleading and that I understand that giving of false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth)*.*

I acknowledge that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the agency may, during the application process, consult with other government agencies, including state and territory government agencies, about the applicant’s claims and may also engage external technical or financial advisors to advise on information provided in the application.

I acknowledge that under section 60 of the *Space (Launches and Returns) Act 2018* the Minister has discretion to seek further information in relation to this application, in addition to that required by the General Rules and the Act.

I acknowledge that if the agency is satisfied that any statement made in an application is incorrect, incomplete, false or misleading the agency may, at its absolute discretion, take appropriate action. I note such action may include excluding an application from further consideration; recommendation of suspending or revoking a permit and/or using the information contained in the application for a fraud investigation that would be consistent with the Australian Government’s Investigations Standards and Commonwealth Fraud Control Framework.

I declare that I am authorised to submit this form on behalf of the applicant.

Yes  No

Name of Applicant

| Click here to enter text. |
| --- |

Date

| Click here to enter a date. |
| --- |

Signature of Applicant

| Include the electronic signature of the applicant for the declaration. |
| --- |