## Overseas Payload Permit Application

## Instructions

Completing your application

An overseas payload permit may authorise the launch of one or more space objects, or a particular series of launches of space objects appropriate to authorise within a single permit, from a specified facility or place outside Australia using a specified launch vehicle.

Before applying you should read and understand the Overseas Payload Permit 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) Act 2018*](https://www.legislation.gov.au/Details/C2021C00394) (the Act) or [*Space (Launches and Returns) (General) Rules 2019*](https://www.legislation.gov.au/Details/F2019L01118) *(the General Rules)* 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 overseas payload permit applications 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 the necessary information is provided. We will also pause assessment if we have agreed to receive a signed declaration or undertaking, or 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 should 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.

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

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 permit 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 74 of the Space (Launches and Returns) (General) Rules 2019**

Are you an Australian national who has an ownership interest in a payload that is intended to be launched from an overseas location?

***The Act defines an Australian national as:***

* ***an Australian citizen***
* ***an Australian resident***
* ***a body corporate by or under a law of the Commonwealth, or a State or Territory***
* ***the Commonwealth, State or Territory***

[ ]  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.

Are there any other Australian nationals that have ownership interests in the payload that is intended to be launched from an overseas location?

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

[ ]  No – continue with 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 launch?

[ ]  Yes [ ]  No

If you answered YES, please provide contact details for the entity, organisation or individual who will be responsible for the launch 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 section 75 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 who have or would have authority or oversight in relation to building a payload proposed to be launched***
* ***Those who have or would have authority or oversight in relation to payload integration with the launch vehicle***
* ***Those who have or would have authority or oversight in relation to communicating with a payload after it is launched***

**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 do you have authority and/or oversight over in relation to the payload?

**You need to include within your response if this person has authority and/or oversight over payload building and integration or communication with payload or both.**

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

Relevant qualifications and experience

| 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 authority and/or oversight does this person have in relation to the payload?

**You need to include within your response if this person has authority and/or oversight over payload building and integration or communication with payload or both.**

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

Relevant qualifications and experience

| 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 do you have authority and/or oversight over in relation to the payload?

**You need to include within your response if this person has authority and/or oversight over payload building and integration or communication with payload or both.**

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

Relevant qualifications and experience

| 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 do you have authority and/or oversight over in relation to the payload?

**You need to include within your response if this person has authority and/or oversight over payload building and integration or communication with payload or both.**

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

Relevant qualifications and experience

| 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, controlling interests or direction of the proposed permit holder, provide the following details:

***You will need to provide information about who has a controlling interest in the entity applying for the permit 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 ***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** |
| --- | --- | --- | --- | --- | --- | --- |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

**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. |
| --- |

## Launch and Payload

**Section C relates to sections 76 and 77 of the Space (Launches and Returns) (General) Rules 2019**

### Information about launch

Describe the purpose of the launch

***For example: "a cargo re-supply mission for the International Space Station” or “a multi ride share launch of a number of small satellites”***

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

What is the proposed launch facility or place of launch? Include the latitude, longitude and elevation of the proposed launch

**If there is more than one proposed launch facility/launch site, provide details of each of the proposed launch facilities or places.**

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

What is the proposed launch vehicle?

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

What is the launch period and launch window?

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

### Information about payload

**The information you provide in C.2 regarding your payload will assist in determining the suitability of your payload under the permit application. Comprehensive and factual information is required for each of the questions.**

**You also must include a completed, signed, witnessed and dated Operation of payload declaration form with your application.**

Description of payload and purpose for which the payload is intended to be used:

***In your response you can include a basic description of payload operation and, if available, attach a copy of your concept of operation.***

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

Additional information about your payload:

***In your response you can include information such as the standards the payload has been built to, radio communications, frequencies and licencing.***

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

Manufacturer of each subsystem of the payload and country of manufacture

| **Subsystem** | **Component** | **Manufacturer** | **Country of Manufacture** |
| --- | --- | --- | --- |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

Proposed trajectory and (if applicable) orbit of the payload

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

Is the payload intended to be returned?

[ ]  Yes [ ]  No

If yes – approximate timing of the return, intended location of the return and description of the intended return process

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

Is your payload intended to be returned in Australian territory?

[ ]  Yes [ ]  No

If yes – you will need to apply for a Return Authorisation. Be aware that this is a complex application process which you may want to discuss with the Office of the Space Regulator.

Is your payload intended to be returned overseas?

[ ]  Yes [ ]  No

If yes – you may need to apply for an Overseas Payload Return Authorisation. Please contact regulation@space.gov.au to discuss the intended return of your payload overseas.

### Information required for registration of the payload under paragraph 1 of Article IV of the Registration Convention:

**The information you provide in this section will be made publically available on the Australian Register of Space Objects, and the** [United Nations Register of Objects Launched into Outer Space](https://www.unoosa.org/oosa/en/spaceobjectregister/index.html)**. Do not provide information in this section that you do not want made publically available.**

Name of launching State or States

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

Appropriate designator of the space object or its registration number

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

Date and territory or location of launch

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

Basic orbital parameters:

| **Nodal period** | **Inclination**  | **Apogee**  | **Perigee**  |
| --- | --- | --- | --- |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

General function of the space object

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

## Launch safety

**Section D relates to section 78 of the Space (Launches and Returns) (General) Rules 2019**

### Launch safety

Provide details of any safety requirements that apply to each launch in the country where the launch is to take place.

**Include details regarding rules governing the launch and safety requirements being met in relation to the launch licence/permit.**

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

Provide details of all publically available information about launches or attempted launches in the past five years from the facility or place from which you propose to launch and using the kind of launch vehicle that you propose to use.

**Include in your response details that specify the number of launches with the specific launch vehicle combination that you propose to use.**

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

## Debris mitigation strategy

**Section E relates to section 79 of the Space (Launches and Returns) (General) Rules 2019**

You must attach a comprehensive debris mitigation strategy to your application in support of your responses in this section.

**See section 4.6 of the Overseas Payload Permit Application Guidelines for examples of an internationally recognised guideline or standard and examples of appropriate mitigation measures for potential orbital debris from your proposed launch, including payloads.**

### Your strategy for debris mitigation based on an internationally recognised guideline or standard

**You can choose to describe your debris mitigation strategy based on an internationally recognised guideline or standard for debris mitigation or you can attach a copy of your strategy. Your strategy must include any mitigation measures planned for orbital debris arising from the proposed launch or launches (including from payloads).**

**If your payload is a subsystem or will not have control of the overall functions and manoeuvres of the space object you can provide an overarching debris mitigation strategy and Orbital Debris Assessment Report instead.**

Description of my debris mitigation strategy:

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

***and/or,***

[ ]  I have attached a copy of my debris mitigation strategy.

Have you attached your orbital debris assessment?

[ ]  Yes

[ ]  No – **STOP**, your application may not be considered complete if you have not attached your orbital debris assessment. Please contact regulation@space.gov.au for further advice.

Name the internationally recognised guideline or standard being used.

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

## Contracts

**Section F relates to section 80 of the Space (Launches and Returns) (General) Rules 2019**

### Contracts with any persons undertaking a launch

Provide details of any contracts with persons undertaking the launch or launches.

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

### Contracts for use or lease of facilities

Provide details of contracts for use or lease of facilities.

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

### Contracts for others to undertake activities connected with a launch

Provide details of contracts for others to undertake activities connected with the launch or launches.

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

## Additional Information

### Further information

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

**Critical dates may include payload integration timeframes and proposed launch date.**

|  |
| --- |
|  |

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

|  |
| --- |
|  |

### Supporting documentation

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

* **Debris mitigation strategy**

**You must include and/or describe your debris mitigation strategy that is based on an internationally recognised guideline or standard for debris mitigation, and identify the guideline or standard being used. The Strategy must describe any mitigation measures planned for orbital debris arising from the proposed launch or launches (including payloads). See section E for further details.**

* **Orbital debris assessment**

***You must include your orbital debris assessment based on an internationally recognised model.***

* **Overseas Payload Permit – Operation of payload declaration**

**You must include a completed, signed, witnessed and dated Operation of payload declaration with your application.**

* **Minister’s written approval (where applicable)**

**If the payload contains a nuclear power source and the Minister’s written approval has been obtained for it to do so, you must include a copy of the approval.**

* **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 launch or launches and any connected return including (but not limited to) any contracts for use or lease of facilities, any contracts for others to undertake activities connected with a launch and any contracts for carrying payload.**

* **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 permit 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 Permit 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 a licence or permit 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 Permit Application Guidelines and rules may also be shared for a relevant Commonwealth purpose.

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

### Applicant declaration

I declare that I have read and understood the Overseas Payload Permit 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 my application if information becomes no longer current or correct before I have been granted a permit.

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 the overseas payload permit, 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.  |
| --- |