

HOW TO COMPLETE A MINERAL PRODUCTION RETURN

The blue section is for Production Returns

For Non-Metallic both the blue and green sections are required

(a)		(b)			(a) x (b)
Description	Unit	Total Production (t)	Production Sales (t)	Sales Receipts (\$)	Royalty Payable (\$)
(eg. Road Material Gravel; 66c/Tonne) Pre-filled by the MRT database Add extra products if not already listed	(eg. t) Pre-filled Leave blank	The total product extracted from "the pit"	The total product that has left, or is designated to leave, the tenement boundary (often the same as Total Production)	The dollar value of the total product that has left, or is designated to leave, the tenement boundary	The total amount of product that has left the tenement boundary multiplied by the prescribed royalty per tonne
Reported as:		TONNAGE	TONNAGE	DOLLARS	DOLLARS

Production Return

Non-metallic Production and Royalty Returns

Please remember also that:

- Royalty (if applicable) must be paid in respect of each quarter, and by the 30th day after the end of that quarter, and
- An accurately completed statutory declaration must accompany all MPRs subject to payment of Royalty regardless of production levels (further details attached), and
- Production Sales reported in an MPR are defined by the Act as any of the below:
 - (a) offer or agree to sell; and
 - (b) keep or have in possession for sale; and
 - (c) dispose of; and
 - (d) barter or exchange; and
 - (e) transfer; and
 - (f) expose for sale; and
 - (g) send, deliver or receive for sale; and
 - (h) cause or permit to be sold.

For enquiries please contact Tenement Administration
Ph 03 6477 7385 | Fax 03 6173 0222
Email info@mrt.tas.gov.au | Web www.mrt.tas.gov.au

Statutory Declaration Reminder

If the minerals extracted on your tenement are subject to royalty payable your Mineral Production Return needs to be accompanied by a correctly completed Statutory Declaration. The last page of your return should be a blank (one page) Statutory Declaration form that you must complete correctly and post with the rest of your return - even if you are submitting a NIL return for your Mining lease(s).

To correctly complete this form you must sign it in front of an **authorised witness**. *Authorised witnesses under the Oaths Act 2001 include Justices of the Peace, Commissioners of Declaration, Police Officers, Ministers of Religion, permanent employees (with more than 5 years of service) with the Public Service, Local Council or Australia Post.*

Please ensure you follow the instructions below when completing your return for this quarter.

Thank you, Tenement Administration, Mineral Resources Tasmania (03 64777385, info@mrt.tas.gov.au).

1. Write your full name in capital letters in the **name** field

I, JOHN CITIZEN (name)

2. Write your occupation in capital letters in the **occupation** field

DIRECTOR (occupation)

3. Write your address in capital letters in the **address** field

of 123 MAIN STREET BURNIE TAS 7320 (address)

4. In front of an **authorised witness**, sign in the **signature** field

 (signature)

5. Write the location that you are making the declaration in the **Declared at** field

You may cross out Tasmania and replace it with the State in which you are making the declaration.

6. Write the day you are making the declaration in the **day** field

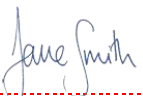
7. Write the full name of the month in the **month** field

8. Write the last two digits of the current year in the **year** field

Declared at BURNIE in the State of Tasmania this 9 day of DECEMBER 20 16

9. An **authorised witness** must write their full name and sign in the **name and signature** field.

Some authorised witnesses will stamp or write their JP number on the form.

Before me Jane Smith  JP1432 (name and signature)