 **State Heritage Register nomination form**

The State Heritage Register provides legal protection under the *Heritage Act 1977* for the conservation and management of State significant heritage places and objects (collectively referred to as ‘items’).

Read the [nomination guidelines](https://www.environment.nsw.gov.au/-/media/OEH/Corporate-Site/Documents/Heritage/nominations-state-heritage-register-guidelines.pdf) carefully before completing this form.

This form should only be completed if you think that an item is significant for all of NSW. Do not complete this form for items of heritage significance to a local area and community.

Complete all mandatory fields on the form, as indicated with an asterisk (\*). Incomplete forms or forms with insufficient information may not be accepted. Submitting a nomination form does not signify that a nomination is accepted and under assessment.

# A. Nominated item

## 1. Name

|  |  |
| --- | --- |
| Name\* |  |
| Other or former names |  |

## 2. Location

Provide at least one of these three types of location details (it is not necessary to provide all three types):

* Street address
* Land parcels
* Coordinates

If the item does not have a street number, provide land parcel information as well.

If the item has no land parcels, provide coordinates and a map.

For moveable objects enter the principal address where held.

|  |  |
| --- | --- |
| Street address\* |  |
| Alternate street address |  |
| Local government area\* |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Land parcels\* | Lot |  | Section  (if applicable) |  | DP |  |
| Lot |  | Section  (if applicable) |  | DP |  |

|  |  |
| --- | --- |
| Coordinates | |
| Latitude |  |
| Longitude |  |
| Datum |  |

## 3. Extent of nomination

Provide a map or plan clearly indicating the extent of the curtilage (boundary) of your nomination. You may insert the map here or attach it separately.

|  |
| --- |
|  |

|  |  |
| --- | --- |
| Source of map or plan |  |
| Description of the boundary, if required |  |

## 4. Ownership

For organisations / company, please provide both the name of the business and a contact.

|  |  |
| --- | --- |
| Name of owner(s)\* |  |
| Business / organisation name, if applicable |  |
| Address |  |
| Phone |  |
| Email |  |
| Ownership explanation, if required |  |

# B. Significance

## 5. Why is it important in NSW?

Refer to the guideline [Assessing heritage significance](https://www.environment.nsw.gov.au/research-and-publications/publications-search/assessing-heritage-significance) when completing this section.

|  |
| --- |
| Statement of significance\* |
|  |

|  |
| --- |
| Comparisons\* |
|  |

# C. Description

## 6. Describe the existing item

|  |  |
| --- | --- |
| Description\* |  |
| Condition of fabric and/or archaeological potential\* |  |
| Integrity / intactness\* |  |
| Modification dates |  |
| When was the last time you inspected the item? |  |
| Current use |  |
| Original or former use/s |  |
| Any additional comments |  |

# D. History

## 7. Origins and historical evolution

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Years of construction\* | Start |  | End |  |
| Designer or architect\* |  | | | |
| Maker or builder\* |  | | | |
| Historical outline\* |  | | | |

## 8. Historical themes represented

Themes indicate the broad historical context in which an item is significant. Themes help to identify related or comparative items contributing to the same theme.

Refer to the document [NSW Historical Themes](https://www.environment.nsw.gov.au/research-and-publications/publications-search/new-south-wales-historical-themes) if completing this section.

|  |  |
| --- | --- |
| Relevant National / Australian themes |  |
| Relevant NSW / State themes |  |

# E. Criteria for State heritage significance

## 9. Assessment under Heritage Council criteria of State significance\*

|  |
| --- |
| It is important in the course or pattern of the cultural or natural history of NSW (Criterion A) |
|  |
| It has a strong or special association with the life or works of a person, or group of persons of importance in the cultural or natural history of NSW (Criterion B) |
|  |
| It is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement in NSW (Criterion C) |
|  |
| It has strong or special association with a particular community or cultural group in NSW for social, cultural or spiritual reasons (Criterion D) |
|  |
| It has potential to yield information that will contribute to an understanding of the cultural or natural history of NSW (Criterion E) |
|  |
| It possesses uncommon, rare or endangered aspects of the cultural or natural history of NSW (Criterion F) |
|  |
| It is important in demonstrating the principal characteristics of a class of cultural or natural places/ environments in NSW (Criterion G) |
|  |

# F. Heritage listings

## 10. Existing heritage listings

If completing this section, mark against each listing whether the item is listed or not. You may want to contact the relevant local council or organisation to check the item’s listing status.

|  |  |  |
| --- | --- | --- |
| Listed | Not Listed | Listing |
|  |  | [Commonwealth Heritage List](http://www.environment.gov.au/heritage/places/commonwealth-heritage-list) |
|  |  | [National Heritage List](http://www.environment.gov.au/heritage/places/national-heritage-list) |
|  |  | [Register of the National Estate](http://www.environment.gov.au/heritage/places/register-national-estate) |
|  |  | Declared Aboriginal place |
|  |  | Local environmental plan (LEP) – heritage item (or draft item) |
|  |  | LEP – heritage conservation area (or draft area) |
|  |  | NSW government agency Heritage and Conservation Register |
|  |  | National Trust register |
|  |  | [Aboriginal Heritage Information Management System](https://environment.nsw.gov.au/topics/heritage/search-heritage-databases/aboriginal-heritage-information-management-system) |
|  |  | National shipwreck database |
|  |  | Engineers Australia list |

# G. Photograph

## 11. Principal or main photograph\*

You may be contacted to provide the copyright holder details for this photograph and any additional images provided.

|  |  |
| --- | --- |
|  | |
| Caption\* |  |
| Date of photograph\* |  |
| Name of photographer\* |  |
| Copyright holder, if known |  |

# H. Author details

## 12. Primary author of this form\*

|  |  |
| --- | --- |
| Name |  |
| Position and organisation, if applicable |  |
| Contact phone number |  |
| Email address |  |
| Date form completed |  |

## 13. References used to complete this form\*

|  |  |  |
| --- | --- | --- |
| Author | Title | Date Published |
|  |  |  |
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## 14. Signature of author\*

To confirm you have approved the final content of the form, giving permission for the information to be used by Heritage NSW and the Heritage Council of NSW.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Date |  |

## 15. Signature of image copyright holder\*

To confirm you have approved the final content of the form, giving permission for the images provided to be used by Heritage NSW and the Heritage Council of NSW.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Date |  |

# I. Nominator details

## 16. Nominator to be contacted by Heritage NSW\*

You do not need to complete these details again if you are also the author of the form.

|  |  |
| --- | --- |
| Name |  |
| Position and organisation, if applicable |  |
| Contact phone number |  |
| Email address |  |
| Date form completed |  |

## 17. Reasons for nomination\*

|  |
| --- |
| Background or reasons for nomination |
|  |

## 18. Signature of nominator\*

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Date |  |

# J. Additional photographs and images

|  |  |
| --- | --- |
|  | |
| Caption\* |  |
| Date of photograph\* |  |
| Name of photographer\* |  |
| Copyright holder, if known |  |

|  |
| --- |
|  |

|  |  |
| --- | --- |
| Caption\* |  |
| Date of photograph\* |  |
| Name of photographer\* |  |
| Copyright holder, if known |  |

|  |  |
| --- | --- |
|  | |
| Caption\* |  |
| Date of photograph\* |  |
| Name of photographer\* |  |
| Copyright holder, if known |  |

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|  |  |
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| Caption\* |  |
| Date of photograph\* |  |
| Name of photographer\* |  |
| Copyright holder, if known |  |

|  |  |
| --- | --- |
|  | |
| Caption\* |  |
| Date of photograph\* |  |
| Name of photographer\* |  |
| Copyright holder, if known |  |

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|  |  |
| --- | --- |
| Caption\* |  |
| Date of photograph\* |  |
| Name of photographer\* |  |
| Copyright holder, if known |  |

# Submit the form

Thank you for your interest in the protection, conservation and celebration of heritage in NSW.

Before submitting the form, make sure you have completed all mandatory details.

Email the completed form with any other supporting documentation to:

[heritagemailbox@environment.nsw.gov.au](mailto:heritagemailbox@environment.nsw.gov.au)

If you are unable to submit via email, you may post your completed form to:

Heritage NSW

Department of Planning and Environment

Locked Bag 5020

PARRAMATTA NSW 2124

[Please refer to our website for information on what happens to your nomination](https://environment.nsw.gov.au/topics/heritage/request-a-heritage-listing/nominate-an-item-for-listing-on-the-state-heritage-register) after submission.

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