



Application for Transfer of Water Entitlement OR Transfer of Water Licence

Application for transfer of water entitlement/licence under Schedule 1, Clause 29
of the *Rights in Water and Irrigation Act 1914*

Please note:

- All fields applicable to your application type must be completed and are to be written clearly in block letters.
- If there is insufficient room please use a separate piece of paper.
- Submission of this form is an **application only** and is subject to assessment by a licensing officer.
- Incomplete applications will be returned.
- Refer to the checklist located at the rear of the form when completing the application.
- The licence Holder is to fill out Part 1, Part 8 and sign Part 9 only.
- Stamp duty is payable on the value paid for the water entitlement.

Part 1: Application and Licence holder details

Application to transfer entitlement/licence under Schedule 1, Clause 29

Transfer of Licence

A transfer of an existing licence that usually takes place when a property is sold or changes to the name of licensee on the licence is called a licence "transfer".

Transfer of an existing licence to take water

Transfer of an existing licensed entitlement

Transfer of Water Entitlement

If part of an existing licensed entitlement to take water is to be transferred to another property and/or to another licence, please select the "entitlement" option.

Current licence number: Current licence allocation:

Name of individual/company:

Is the water included as part of a property sale price? Yes No If no, please specify the amount paid for the licence or entitlement: \$

Please Note: List all relevant third parties and security interests and attach their written consent to their transfer. If stamp duty has been paid or is exempt please attach the documentation from Office of State Revenue.

Part 2: Transferee(s) details

The applicant's full name is the name that will appear on the licence. Do not use initials unless they form part of the legal entity's name.

Transferee(s) full name

Contact name (if different from above)

ABN / ACN (if applicable)

Provide the legal name registered under the ABN or ACN.

Company name

Provide house and lot number details where applicable

Postal address (PO Box if applicable)

Property address (if different from above)

Provide at a minimum your primary contact number.

Telephone Facsimile

Mobile

Email

Please indicate whether the transfer is due to sale of ALL the land related to the licence to the transferee by selecting one out of the three adjacent options.

Is the transfer due to the sale of All the land? No (proceed to part 3) Yes (if changes are required to licence proceed to part 3) or Yes (if changes are **not** required, complete part 4 and go to part 7)

Part 3: Transferee Property from which water is to be taken

Legal land description(s) for properties should be provided as they appear on the Certificate of Title (e.g. Lot 75 on Plan 14797)

Property description (lot number, street and suburb/locality)

Total area of property (if known) ha

GPS Coordinates Easting Northing Zone

OR

Legal land descriptions for mining tenements should be provided as they appear on TENGRAPH.

Mine name

Mining tenement number(s)

Mining field

Part 4: Transferee Legal Access

This field is required to be completed by the transferee(s) and relevant legal access information must be provided.

What is the nature of your access to the land on which the water is located?

- Own the land
- Mining tenement
- Lease the land from the Crown
- Approval of landholder to use land (attach copy landholder's written approval and the term of the lease)

OR

- Negotiating to purchase or lease the land (provide copy of contract of sale/ lease or owner's name)

Name Date

- Other (please specify)

Part 5: Transferee Details of water use

Transferrer(s) (Part 9) and Transferee(s) are required to complete the relevant water usage details as applicable in relation to the existing 5c licence, including current and proposed areas of irrigation, crop types and any other water uses. Please note upon submission of this application an officer from the Regional Office may contact you to undertake a compliance inspection of the property in accordance with 'Operational Policy No. 5.13 – Water entitlement transactions for Western Australia'.

Transferee to complete below information where applicable:

- Where is the water to be used?**
(tick all that apply)
- House
 - Industrial
 - Mining
 - Garden / lawn
 - Horticultural
 - Aquaculture
 - Fire fighting
 - Stock watering
 - Other.....

Area (for garden / lawn or other use) ha

1 acre is equal to 0.4 ha

1 kL = 1000 litres

Irrigation use:

Planting density (number of plants per hectare e.g. for orchards, tree farms etc.)

Irrigation method (e.g. sprinkler, trickle, butterfly sprinkler).

Irrigation use – specify each crop type (i.e. carrots, apples)	Planting density (per ha) if applicable	Irrigation method	Usage area (ha)	Estimated annual quantity (kL) if known
Total				

Stock use:

Stock type (e.g. sheep, horses) Describe operation (e.g. meat production, breeders, agistment).

Intensive means conditions in which the cattle or stock are confined to an area smaller than that required for grazing under normal conditions and are usually fed by hand or by mechanical means.

Specify each stock type & description of operation (e.g. sheep, cattle, feedlot meat production)	Average No of stock (Yr)	Intensive operation (Y/N)	Estimated annual quantity (kL) if known
Total			

Aquaculture use:

Aquaculture type (e.g. yabbies, marron, fish etc).

Details of pond dimensions, holding facilities, evaporation, seepage and discharge must be supplied.

Aquaculture use – specify each type of operation	Plan of operation details attached (Y/N)	No of times ponds emptied per year	Estimated annual quantity (kL) if known
Total			

Other water use:

Other water usages include firefighting, road verge watering, bottling, public water supply, road construction, ablutions, public open spaces, recreations

Other water usage – specify individual usage	Usage area (ha)	Estimated annual quantity (kL) if known

Mining or industrial use:

Specify each water usage e.g. processing, dewatering, dust suppression, camp purposes, rehabilitation, care and maintenance.

Mining or industrial use - water usage	Estimated annual quantity (kL) if known	Salinity per use (TDS)

If dewatering, will water be discharged to the environment? Yes No

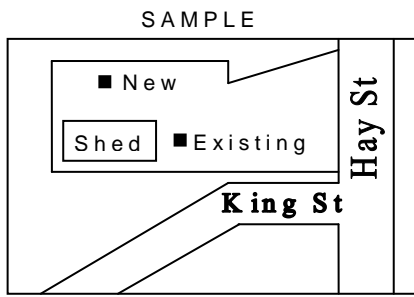
Part 6: Transferee Resources

Do you have the resources (including financial) to undertake the proposed activities in relation to the licence? **Yes** **No**

If no, what steps are you taking to undertake the activities?

Please indicate timeframe:

Part 7: Transferee Location Plan



In the adjacent box, please complete a sketch of the property including the following features;

- location of all wetlands/watercourses etc
- any major improvements (house, sheds etc)
- proposed and existing crop areas/areas of irrigation

For mining leases, please include a tenement map showing location within W.A. and MGA co-ordinates.

Attached

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Part 8: Transferrer Details of water use

Transferrer to complete below information where applicable:

- Where is the water to be used?
(tick all that apply)**
- House Garden / lawn Fire fighting
 Industrial Horticultural Stock watering
 Mining Aquaculture
 Other.....

1 acre is equal to 0.4 ha

1 kL = 1000 litres

Area (for garden / lawn or other use) ha

Irrigation use:
Planting density (number of plants per hectare e.g. for orchards, tree farms etc.)

Irrigation method (e.g. sprinkler, trickle, butterfly sprinkler).

Irrigation use – specify each crop type (i.e. carrots, apples)	Planting density (per ha) if applicable	Irrigation method	Usage area (ha)	Estimated annual quantity (kL) if known
Total				

Stock use:
Stock type (e.g. sheep, horses) Describe operation (e.g. meat production, breeders, agistment).

Intensive means conditions in which the cattle or stock are confined to an area smaller than that required for grazing under normal conditions and are usually fed by hand or by mechanical means.

Specify each stock type & description of operation (e.g. sheep, cattle, feedlot meat production)	Average No of stock (Yr)	Intensive operation (Y/N)	Estimated annual quantity (kL) if known
Total			

Aquaculture use:
Aquaculture type (e.g. yabbies, marron, fish etc).

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Aquaculture use – specify each type of operation	Plan of operation details attached (Y/N)	No of times ponds emptied per year	Estimated annual quantity (kL) if known
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Other water use:
Other water usages include firefighting, road verge watering, bottling, public water supply, road construction, ablutions, public open spaces, recreations

Other water usage – specify individual usage	Usage area (ha)	Estimated annual quantity (kL) if known

Mining or industrial use:
Specify each water usage e.g. processing, dewatering, dust suppression, camp purposes, rehabilitation, care and maintenance.

Mining or industrial use - water usage	Estimated annual quantity (kL) if known	Salinity per use (TDS)

If dewatering, will water be discharged to the environment? Yes No

Part 9: Signature or seal of transferrer(s) and transferee(s)

All persons eligible for the licence must provide their signature.

By signing this form you are declaring that the statements on this form are true and correct

We hereby request that approval be given to the transfer of Kilotres in accordance with the information provided

Signature of Transferrer

Signature of Transferee

Signature of applicant or person duly authorised to
on behalf of the applicant

Signature of applicant or person duly authorised to sign
sign on behalf of the applicant

Signature of applicant or person duly authorised to
on behalf of the applicant

Signature of applicant or person duly authorised to sign
sign on behalf of the applicant

Date: _____ (dd/mm/yyyy)

Date: _____ (dd/mm/yyyy)

OR

OR

Common seal or company seal

Common seal or company seal

was hereby affixed in the presence of

was hereby affixed in the presence of

(Authority to sign)

(Authority to sign)

Position Title

Position Title

Date: _____ (dd/mm/yyyy)

Date: _____ (dd/mm/yyyy)

**PLEASE NOTE: IF YOU ARE SIGNING ON BEHALF OF ANOTHER PERSON
PROOF OF YOUR AUTHORITY IN WRITING MUST BE PROVIDED.**

Please retain a copy of this form for your records

Part 10: Fees

Enclose payment to the Department of Water for the application fee of \$200.

Payment Options: (Please make cheque/money/postal order payable to **Department of Water**)

Money/Postal Order Cheque Cheque No _____

Mastercard Visa

Card Number _____ Expiry Date __ / __

Name on Card _____

Signature of Cardholder _____

Check this box if receipt required

OFFICE USE ONLY (To be completed before payment can be processed in Finance)

Application ID No: _____

Date sent to Financial Services Section: _____

Amount (\$): _____

Authorised Licensing Officer's Name: _____

Signature: _____

Important Information

- An application for a licence will not be accepted by the Department of Water unless all applicable information in this form has been completed. Please use the attached checklist to ensure you meet this requirement.
- As of July 1st 2011 documentation from the Office of State Revenue must be provided stating that stamp duty has been paid on the licence or entitlement transfer not included in the property sale prior to the Department granting a licence.

Checklist

Part 1: Application and Transferrer(s) details

- At least one of the two boxes in Part 1 of the form must be ticked, and transferrer's name and existing licence number provided. Check
- The amount paid for the entitlement or licence must be provided if the licence or entitlement is not included as part of the property sale. Check
- Documentation from the Office of State Revenue must be provided stating that stamp duty has been paid (or is exempt) on the transfer of the licence or entitlement. Alternatively, the value of the licence or entitlement is included in the value of land recorded on the land transfer documents in the sale of the property. Check

Part 2: Transferee details

- Name of individual, company or water service provider must be indicated. Check
- If a company/association, the ABN or ACN number and contact person must be supplied. Check
- Postal address must be completed. Check
- One out of the three options in relation to the sale of ALL the land in association with the licence must be selected. Check

Part 3: Property from which water is to be taken

- Property or mining description details must be provided where water is to be taken. Check

Part 4: Legal access

- Must be completed by the transferee(s) in relation to the property under application. A copy of the contract of sale or lease must be provided with the application if the transferee does not currently own the land. Check

Part 5: Transferee details of water use

- Details of non-commercial/commercial/mining or industrial/other water uses must be described as accurately as possible in relation to the existing and proposed water usage for the transferee(s) on the property. Check

Part 7: Location Plan

- A detailed location plan as described on the form must be drawn in the box provided or attached.
- For mining tenements, a map showing tenement numbers must be provided. Check

Part 8: Transferrer details of water use

- Details of non-commercial/commercial/mining or industrial/other water uses must be described as accurately as possible in relation to the existing and proposed water usage for the licence holder on the property. Check

Part 9: Signature of seal of applicant

- The applicant's name and signature or signature of person duly authorised to act on behalf of the applicant is mandatory. **OR** Common Seal or Company Seal accompanied by signature of an authorised person. Check

Part 10: Fees

- Complete the fee form for payment of the \$200 application fee. Check

Where and how to submit this form

This form can be submitted by fax, post or in person to the appropriate Department of Water regional office.
For assistance in completing this form contact your regional office.

Mid West Region

Geraldton Regional Office
94 Sanford Street
Geraldton WA 6531
Tel: 08 9965 7400 Fax: 08 9964 5983
PO Box 73, Geraldton WA 6531

Carnarvon

Carnarvon District Office
211 Robinson Street
Carnarvon WA 6701
Tel: 08 9941 6100 Fax: 08 9941 4931
PO Box 81, Carnarvon WA 6701

Pilbara Region

Karratha Regional Office
Lot 4608 Cherratta Road
Karratha Industrial Estate
Karratha WA 6714
Tel: 08 9144 2000 Fax: 08 9144 2610
PO Box 836, Karratha WA 6714

Kimberley Region

Kununurra Regional Office
27 Victoria Hwy
Kununurra WA 6743
Tel: 08 9166 4100 Fax: 08 9168 3174
PO Box 625, Kununurra WA 6743

South West Region

Bunbury Regional Office
35-39 McCombe Road
Bunbury WA 6230
Tel: 08 9726 4111 Fax: 08 9726 4100
PO Box 261, Bunbury WA 6231

Busselton

Busselton District Office
Suite 2, 72 Duchess Street
Busselton WA 6280
Tel: 08 9781 0188 Fax: 08 9754 4335
PO Box 269, Busselton WA 6280

Manjimup

Manjimup District Office
52 Bath Street
Manjimup WA 6528
Tel: 08 9771 1878 Fax: 08 9771 4335

Swan Avon Region

Victoria Park Regional Office
7 Ellam Street
Victoria Park WA 6100
Tel: 08 6250 8000 Fax: 08 6250 8050

Kwinana Peel Region

Mandurah Regional Office
107 Breakwater Parade
Mandurah Ocean Marina
MANDURAH WA 6210
Tel: 08 9550 4222 Fax: 08 9581 4560
PO Box 332, Mandurah WA 6210

South Coast Region

Albany Regional Office
5 Bevan Street
Albany WA 6330
Tel: 08 9842 5760 Fax: 08 9842 1204
PO Box 525, Albany WA 6331