



Application for a new water access licence pursuant to a right acquired following a controlled allocation order

Use this form to apply for a new water access licence pursuant to section 61(1)(c) of the *Water Management Act 2000*. The right to apply for a water access licence can be acquired following a controlled allocation order being made under section 65 of the *Water Management Act 2000*.

A water access licence does not permit the use of water for a particular purpose nor does it permit the holder to construct or use a water supply work. Those rights are conferred by a water use approval and a water supply work approval, respectively.

If a water access licence is granted further approvals may need to be obtained before accessing and using the water.

The NSW Office of Water may request further information in relation to the application.

An application for a water access licence will be assessed and determined on its merits consistent with the requirements of the relevant water sharing plan and the *Water Management Act 2000*. A licence will not necessarily be granted when it is applied for.

Read the guide to complete this application form

Applicants are advised to read the guide which includes the following:

- information required to answer each question
- how to apply (online or by typing directly into a 'fillable' Word form)
- how to pay application fees
- how to submit an application

Print the completed application form which must be signed by all applicants.

Register a dealing with Land and Property Information

If the Minister grants consent to this dealing it does not take effect until it has been registered in the Water Access Licence Register which is administered by Land and Property Information (LPI). The applicant is responsible for registering a dealing with LPI.

OFFICE USE ONLY	Fee paid: \$	Customer receipt number:	Office Stamp
	Officer signature:	Date:	
	Application number:	Acceptance date:	

SECTION A: Applicant details

List all applicants – photocopy/print multiple copies of the form if more than two applicants.

Applicant

A1 Title (Mr, Mrs, Ms)		A2 Surname	
A3 Given name(s)			
A4 Company/corporation name <i>(if applicable)</i>			
A5 ACN		A6 Position held	
A7 Address			
A8 Town	A9 State	A10 Postcode	A11 Country
A12 Phone		A13 Mobile phone	
A14 Fax	A15 Email		

Additional applicant (if applicable)

A16 Title (Mr, Mrs, Ms)		A17 Surname	
A18 Given name(s)			
A19 Company/corporation name <i>(if applicable)</i>			
A20 ACN		A21 Position held	
A22 Address			
A23 Town	A24 State	A25 Postcode	A26 Country
A27 Phone		A28 Mobile phone	
A29 Fax	A30 Email		
A31 If more than two applicants, specify total number of applicants			

SECTION B: Authorised contact person (optional)

Note: If there is only one applicant you do not need to complete Section B.

Listing an authorised contact person assists the Office of Water in dealing with your application. The Office of Water may contact the authorised contact person to discuss the details contained in your application. Any information provided by the authorised contact person will be relied upon by the Office of Water in considering this application. In addition, any request for additional information will be sent to the authorised contact person. A delay in responding to any such request may result in your application being further delayed or refused.

The Office of Water may continue to contact the authorised contact person in relation to any licence that may arise out of this application, unless otherwise notified to us by you and will rely on any information provided by the authorised contact person in relation to the licence.

B1 Title (Mr, Mrs, Ms)		B2 Surname	
B3 Given name(s)			
B4 Address			

B5 Town	B6 State	B7 Postcode	B8 Country
B9 Phone		B10 Mobile phone	
B11 Fax	B12 Email		

SECTION C: Controlled allocation order

Attach a copy of the certificate of right to apply for an access licence under section 65 of the *Water Management Act 2000* pursuant to which this application is being made.

c1 Copy of the certificate of right to apply for an access licence and relevant schedules is attached	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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SECTION D: Water access licence tenancy

Tick the appropriate box – relates to applicants listed in Section A.

D1 Licence to be held by: <input type="checkbox"/> sole holder <input type="checkbox"/> joint tenants <input type="checkbox"/> tenants in common*		
* If the water access licence is to be held by Tenants in Common specify details:		
D2 Name	to hold	fraction of licence
D3 Name	to hold	fraction of licence

Photocopy/print multiple copies of the form if more than two applicants.

SECTION E: Nominating a work(s)

This section gives you the option to nominate a water supply work(s) on the water access licence. It is not a requirement to nominate a water supply work at this time; however, it is an offence to take water otherwise than by means of a nominated water supply work. Refer to the guide for more information.

You can nominate a water supply work or group of water supply works even though an approval may not be required for the work(s) under the *Water Management Act 2000*. For more information on nominating a water supply work where there is no water supply work approval refer to the guide.

Tick the appropriate box/Select the correct option to choose one of the following: E1, E2 or E3.

I want to:

E1 nominate a water supply work(s) (I have a water supply work approval number)

If you want to add several works under the same work approval number, or under a different approval number, photocopy/print extra pages of the tables in E1 and attach the completed extra page(s).

Note: The consent of each holder of a water supply work approval(s) must be attached. See Section F: Declaration of approval holder(s).

Provide the work approval number(s) for the work(s) you want to nominate and details about the work and its location.

Work approval number	
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Works	Provide details of work to be nominated on the access licence
Work 1	
Work 2	
Work 3	

Works specified on approval number	Provide location of work to be nominated							
	Lot suffix	Lot	Section	DP	Parish	County	Easting (GDA94) or Latitude	Northing (GDA94) or Longitude
Work 1								
Work 2								
Work 3								

E2 nominate a water supply work (no water supply work approval is required).

If you do not hold a water supply work approval please provide details about the work and its location. The Office of Water will contact you for more information.

Works	Provide details of work to be nominated as specified on the access licence
Work 1	
Work 2	
Work 3	

Works	Provide location of work to be nominated							
	Lot suffix	Lot	Section	DP	Parish	County	Easting (GDA94) or Latitude	Northing (GDA94) or Longitude
Work 1								
Work 2								
Work 3								

E3 not nominate a water supply work at this time.

SECTION F: Declaration of applicant(s)

Each applicant must sign the completed form.

If there are more applicants than spaces on this form for individuals to sign then after the form has been completed the entire form must be photocopied or printed and signed by each applicant.

I/We, the undersigned applicants, acknowledge and agree:

- a) that I/We apply for a new water access licence under section 61(1)(c) pursuant to a right acquired following a controlled allocation order being made under section 65 of the *Water Management Act 2000* as described in this application;
- b) that this application will be determined in accordance with the *Water Management Act 2000* and any associated regulations or guidelines as in force from time to time, and that no right or entitlement shall arise pending determination of this application and that any such determination may be subject to conditions;
- (c) that the authorised contact person (where applicable) is authorised to act for and on my behalf in relation to any aspect of this application and licence arising out of this application unless otherwise notified to us, and that the Office of Water will rely on information provided by the authorised contact person in its consideration of this application and any subsequent matters relating to the licence;
- d) that the Crown in right of the State of New South Wales, including the NSW Office of Water and its officers, employees, agents and successors ('the State'), accepts no liability in relation to any action, proceeding, claim, demand, cost, loss, damage or expense (including reasonable legal costs or expenses) arising directly or indirectly as a result of or in connection with this application or any act or omission of the State in connection with this application and I/we hereby agree to release and indemnify the State from and against any such action, proceeding, claim, demand, cost, loss, damage or expense to the fullest extent permitted by law;
- e) that all information contained in this application is accurate, true and complete and that the Crown in right of the State of New South Wales, including the NSW Office of Water and its officers, employees, agents and successors ('the State') will rely on such information;
- f) that the State does not provide any legal, financial or technical advice in connection with this application and that any such advice, if required, is to be obtained independently;
- g) that details about any licence arising out of this application will be recorded in the publicly available Water Access Licence Register pursuant to the *Water Management Act 2000*;
- h) that if this application is incomplete it may not be accepted; and
- i) that more information may be requested if it is considered that it would be relevant to the consideration of this application.

For applications made by individuals

Name	Signature	Date
Name	Signature	Date
Name	Signature	Date

For applications made by a corporation: Executed for and on behalf of the applicant in accordance with section 127 of the Corporations Act 2001 Cth (if a company) or by its duly authorised officer (for other types of corporation):

Name of company/corporation		
Position of signatory <input type="checkbox"/> company director <input type="checkbox"/> company secretary <input type="checkbox"/> duly authorised officer (Tick the appropriate box/Select the correct option)		
Name of signatory	Signature	Date
Position of signatory <input type="checkbox"/> company director <input type="checkbox"/> company secretary (Tick the appropriate box/Select the correct option)		
Name of signatory	Signature	Date

Declaration of approval holder(s)

Each holder of the work approval number(s) listed in Section E and below must sign this section of the form.

If there are more approval holders than spaces on this form for individuals to sign then after the form has been completed the entire form must be photocopied or printed and signed by each approval holder.

I/We, the undersigned, acknowledge and agree:

- that I/We are the holder(s) of the approval referred to below;
- that I/We consent to the water supply work(s) listed on the approval being specified as a work(s) by means of which water credited to the water access licence being applied for in this application may be taken;
- that all information contained in this application relating to the approval(s) is accurate, true and complete and that the Crown in right of the State of New South Wales, including the NSW Office of Water and its officers, employees, agents and successors ('the State') will rely on such information;
- that the State does not provide any legal, financial or technical advice in connection with this application and that any such advice, if required, is to be obtained independently; and
- that details about any approval arising out of this application will be recorded in the publicly available Register of Water Approvals pursuant to the *Water Management Act 2000*.

Work approval number(s)

For applications made by individuals:

Name	Signature	Date
Name	Signature	Date
Name	Signature	Date
Name	Signature	Date
Name	Signature	Date

For applications made by a corporation: Executed for and on behalf of the applicant in accordance with section 127 of the *Corporations Act 2001 Cth* (if a company) or by its duly authorised officer (for other types of corporation):

Name of corporation		
Position of signatory <input type="checkbox"/> company director <input type="checkbox"/> company secretary <input type="checkbox"/> duly authorised officer (Tick the appropriate box/Select the correct option)		
Name of signatory	Signature	Date
Position of signatory <input type="checkbox"/> company director <input type="checkbox"/> company secretary (Tick the appropriate box/Select the correct option)		
Name of signatory	Signature	Date

Privacy note

The personal information you provide in this form will be treated in accordance with the *Privacy and Personal Information Protection Act 1998*, under which you have rights of access and correction. Your personal information will be used by the NSW Office of Water for assessing and processing your application or in connection with the operation of any water access licence granted and may be disclosed to State or Commonwealth public authorities and other parties: (i) for any of the above mentioned purposes; or (ii) for research related purposes; or (iii) as required by law. It may be used from time to time to contact you about services the Office of Water provides.

If a water access licence is granted, the *Water Management Act 2000* requires that various details relating to the licence are to be recorded in the Water Access Licence Register kept by the Minister. Information recorded in the register is publicly available.

Offences and suspension or cancellation

It is an offence, under section 344 of the *Water Management Act 2000*, to make a statement that you know to be false or misleading in, or in connection with this application. A corporation found guilty of an offence against section 344 is liable to a penalty not exceeding \$1.1 million. An individual found guilty of an offence against section 344 is liable to a penalty not exceeding \$247,500.

An access licence or approval may be suspended or cancelled under the *Water Management Act 2000* in certain circumstances. These include if the holder of the licence or approval is convicted of an offence under that Act.

SECTION G: Payment of application fee

If you would like to make your payment by credit card please complete the following credit card details.

Card type	<input type="checkbox"/> MasterCard			<input type="checkbox"/> Visa	
Card number					
Expiry date (month/year xx/xx)		/			
Amount (\$)	\$				
Cardholder's name (as it appears on the card)					
Email address for receipt of payment					