



Application for a 5C licence to take groundwater

Application for a licence under Section 5C 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.
- Appendix 1 is attached if the usages include urban dewatering for infrastructure construction e.g. pipeline, sewerage infill and subdivision development etc.
- 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.

Part 1: Application

Application to take groundwater under Section 5C

- New licence to take groundwater**
- Amend an existing licence to take groundwater**
- Renew an existing licence to take groundwater**

Renewals

A renewal of an existing licence is where there are no changes to allocation, usage, properties or conditions.

Amendment

If changes are required to the existing usage, allocation, properties or conditions select the amend an existing licence option.

Existing licence number:

GWL

Part 2: Applicant(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.

Provide the legal name registered under the ABN or ACN.

Provide at a minimum your primary contact number.

Applicant(s) full name

[Empty text box]

Contact name (if different from above)

[Empty text box]

ABN / ACN (if applicable)

[Empty grid for ABN/ACN]

Postal address (PO Box if applicable)

[Empty text box]

Property address (if different from above)

[Empty text box]

Telephone

[Empty text box]

Facsimile

[Empty text box]

Mobile

[Empty text box]

Email

[Empty text box]

Are you a water service provider

No Yes

If yes, provide the licence number

[Empty text box]

Water service provider name

[Empty text box]

Part 3: Application details

Which of the following categories match your application:

- Draw water from a: Well Soak Excavation Open pump Spear Other (please specify).....

For new applications only fill out details below:

Is the well, soak, excavation, open pump, spear or other:

Existing (please attach bore log) New (Form 1 is required)

If new, please provide Form 1 or 26D licence number (if known):

CAW

If new, has a form 2 bore log been submitted?

Yes No

Part 4: Property from which water is to be taken

Applicants amending an existing Section 5C licence are required to complete this section only if the property details have changed.

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

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

Total area of property (if known) ha

GPS Coordinates Easting Northing Zone

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

OR

Mine name

Mining tenement number(s)

Mining field

If the property where the water is to be used is different from above please provide detail below;

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

Total area of property (if known) ha

GPS Coordinates Easting Northing Zone

OR

Mine name

Mining tenement number(s)

Mining field

Part 5: Legal access

Applications to amend an existing Section 5C licence are only required to complete this section if the property details have changed.

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

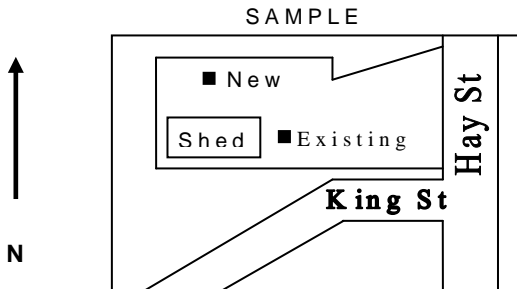
- Own the land
- Mining tenement
- Lease the land from the Crown
- Approval of landholder to use land (attach copy landholder's written approval and the term of lease)
- Negotiating to purchase or lease the land (provide copy of contract of sale / lease or owner's name and anticipated date of completion of sale / lease)

OR

Name Date

Other (please specify)

Part 6: Location plan



- In the box to the right, please sketch a plan showing:
- location of all wetlands / watercourses / wells / soaks (existing and proposed)
 - major improvements (house, large sheds etc.)
 - shaded sections to indicate areas under development

For mining leases attach a tenement map showing the location within Western Australia and the MGA coordinates

Part 7: Details of water use

Please note: Complete only those sections relevant to your application. Applications for a 5C renewal are not required to complete this section. Applicants applying to amend a Section 5C licence are only required to complete this section where the usage details on the existing licence have changed. If your application is for urban dewatering activities only, you will also need to complete Appendix 1 at the back of this form.

- 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).

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

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. For urban dewatering activities please complete the Appendix 1 for Dewatering. Not applicable for mine dewatering activities.

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

Part 8: Resources

Do you have the resources (including financial) to undertake the proposed activities to which the licence relates? Yes No

If no, what steps are in train to address this?

Please indicate time frame:

Part 9: Signature or seal of applicant

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.

Date: _____ (dd/mm/yyyy)

I _____ (name of applicant/s in bold letters)
apply for a licence under the *Rights in Water and Irrigation Act 1914*.

OR

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

Common seal or company seal

was hereby affixed in the presence of _____
(Authority to sign)

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

Position Title

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

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 checklists to ensure you meet this requirement.
- Applications which are returned may result in water not being available when the completed application is re-submitted to the Department of Water.

Please retain a copy of this form for your records

Checklist

Part 1: Application

At least one of the three boxes in Part 1 of the form must be ticked.

Check

Part 2: Applicant details

- Name of individual, company or water service provider must be indicated.
- If a company/association, the ABN or ACN number and contact person must be supplied.
- Postal address must be completed.

Check

Check

Check

Part 3: Application details

- Categories that match your application (at least one box must be ticked).

Check

Part 4: Property from which water is to be taken

- Property details or mining tenement details where water is to be taken and used must be supplied.

Check

Part 5: Legal access

- Must be completed if property details are different from Part 2. See over page for details of required attachments.

Check

Part 6: 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

Check

Part 7: Details of water use

- All non-commercial use, commercial use, mining/industrial use and other water uses must be described with as much detail as possible.
- At least one of the water use options must be completed for 5C licence applications.
- If water use is for urban dewatering the Appendix 1 for dewatering must be completed.

Check

Check

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.

Check

or

- Common Seal or Company Seal accompanied by signature of an authorised person.

Check

Attachments to support application

Demonstrate legal access to the land where water is to be taken

Applicant owns the land

In the instance when an applicant owns the land the Department of Water will confirm your Title to the land.

Applicant does not own the land (e.g. crown land, road reserve, mining tenement)

▪ Applicant leases land from the Crown

Copy of lease document registered under *Transfer of Land Act* where the crown land has been leased (e.g. pastoral lease) must be attached.

Check

▪ Applicant uses reserved crown land

A crown reserve register extract

OR

A copy of management order.

It must be clear from each of these two documents that the reserve has been vested in the agency that is applying for a licence and that the **purpose** of the reserve is compatible with a licence, e.g. a reserve for conservation is not compatible with an application for irrigation on the reserve.

Check

- **Applicant uses road reserves on crown land** Check

Letter granting access to road reserve for the purposes of the licence.

AND

Letter from local government authority granting access to road reserve for the purposes of the licence.

Please note: permission from Department of Planning should refer to the **road reserve number** and the **plan** on which the road reserve is drawn. Where the road reserve is very long and only a specific portion is relevant to the licence, this portion should be described by reference to the land adjacent to that section of the road reserve.

- **Applicant has the approval of the land holder to use the land to which the licence relates** Check

A lease contract or the land owner's written agreement to land use arrangement or other relevant documentation.

The lease contract or agreement must:

- include permission to be on land.
- include permission to do the things authorised by the licence.
- be likely to have effect for a sufficient period to enable the licence concerned to operate.

Other documentation required if applicable

- A detailed development timetable must be attached for commercial developments. Check
- Submission of a Form 1 may be required if a new well is being constructed. Check
- Submission of a Form 2 bore log is required for new 5C applications (required 1 month after completion of a well). Check
- For commercial aquaculture operations, details of pond dimensions, holding facilities, evaporation, seepage and discharge details must be attached if insufficient room on form. Check
- For mining leases, a tenement map showing the location within Western Australia and the MGA co-ordinates must be attached. Check
- For mining applications involving dewatering and discharging water to the environment, a copy of environmental protection approval must be attached. Check
- Dewatering management plan (if application is for urban dewatering only) Check
- Details continued on separate sheets must be attached. Check
- Proof of agents authority (if applicable). 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

Appendix 1 Dewatering (URBAN) – This is not required for mine dewatering

When is dewatering scheduled to commence? (dd/mm/yyyy)

What is the duration of pumping?

Proposed pumping rates, frequency of pumping and total quantity/volume of water to be pumped

How was the above information derived?

What is the purpose of dewatering (e.g. sewer installation, pump station etc.)?

Who is the dewatering contractor?

Proposed dewatering method (e.g. spears/well point systems, open pumping)

Additional techniques (e.g. horizontal boring, sheet piling etc.)

Will water be discharged to the environment?

Maximum depth of excavation (e.g. maximum sewer invert levels etc.)

Maximum depth of dewatering (depth water table is to be lowered to)

Have any acid sulphate soils been identified at the site? If Yes, has an acid sulphate soils management plan been submitted to the Department of Environment & Conservation?

Dewatering effluent treatment (e.g. nil, lime neutralisation, sediment filtration/settlement, contaminant removal)

Discharge point (e.g. infiltration/recharge to local aquifer, dust suppression/irrigation, sewer, aquatic ecosystem/surface water)

Identify any potentially sensitive receptors (e.g. wetlands, water bodies, other users)