

# Application for a licence to take and use groundwater and to operate works

## Privacy collection statement:

The information from this form is collected under the Water Act 1989 in order to process this transaction in the Victorian Water Register. The information is collected and used in line with the Information Privacy Principles in the Privacy and Data Protection Act 2014 for the purpose of maintaining the Register and for providing statistical water market information. Most of the information in the Water Register is available to the public.

## What is this form used for?

Use this form to apply for or to modify a licence to take and use groundwater / operate works. This is a requirement under sections 51,62,67 & 74 of the Water Act 1989.

## Talk to us first

Please contact us prior to sending your application. We would like to discuss your licensing needs and offer our assistance with the application process. Our phone number is 1300 139 510

## What do I need to do?

To lodge your application you need to:

- Fill in all details on the form (the form can also be downloaded from our website [www.srw.com.au](http://www.srw.com.au) and completed on your computer; however it must be printed and signed)
- Supply any required documentation
- Sign the form - all licence holders / applicants must sign

## What other documents do I need to provide?

Apart from the completed and signed application form, you also need to give us:

- A copy of land title(s) where bores are located and where water is to be used
- A map to show us where bores are located and where water is to be used

## How much does the application cost and how do I pay?

Cost will vary depending on your application.

Our fee schedule can be downloaded from our website [www.srw.com.au](http://www.srw.com.au) (Customer information / Forms and fees)

We accept :

- Cheque
- Money Order
- Credit Card

If you are posting or emailing your application to us and prefer to pay with a credit card, we will send you an email or a SMS for you to contact us on 1300 139 510 for payment.

## Where do I send the application?

When the form has been completed and signed by all parties, please send:

- The form
- Copy of title(s)
- Map &
- Payment

To: Southern Rural Water, PO Box 153, Maffra, VIC, 3860 or email to [srw@srw.com.au](mailto:srw@srw.com.au)

## Notes

- Illegible or incomplete applications will be returned.

## This application is to

Create a new licence

Licence volume required \_\_\_\_\_ megalitres

Modify an existing licence

Licence number \_\_\_\_\_

If you are modifying your licence, please tell us here what needs to change. (Then continue to complete the form in full)

## Your declaration

I/we the undersigned certify that the information provided in this application is true and correct.

I/we understand that this information may be referred to other organisations and/or advertised as part of the application and assessment process.

Application details may also be released if reasonably required by government business, requested by lawful orders, or in the public interest; particularly in regard to open disclosure of generally collected water entitlements.

## Your contact details

Given name(s)	Surname	Signature
Given name(s)	Surname	Signature
Residential address (Including postcode)		
Postal address (if different from residential)		
Telephone	Mobile	Fax
Email		
Dated:     /     /20	If there are more than two applicants, please complete Annexure 1. All applicants must sign the declaration	

## If you are a company

Name of company:		ABN:	
Given name(s)	Surname	Signature	Position
Given name(s)	Surname	Signature	Position
Postal address (Including postcode)			
Telephone	Mobile	Fax	
Email			
Dated:     /     /20	If there is more than one applicant company, please complete Annexure 1. All applicants must sign the declaration		

Note that the person(s) who signs on behalf of a company must be authorised to do so, for example, a company secretary or director. We will not accept liability if this form is signed by a person who is not authorised to do so.

## Use of water

Tell us what the water will be used for (tick one)

- Dairy                       Urban Supply                       De-watering  
 Commercial or industrial use (please provide details) \_\_\_\_\_  
 Irrigation                      Area to be irrigated \_\_\_\_\_ Ha                      Type of crop \_\_\_\_\_

## Land details

Attach a current copy of the Land Title of each parcel where water is used and where bores are located. The land title must clearly show volume and folio numbers and land owners details.

If an up to date land title is not available, please supply a Notice of Acquisition for each land parcel to be included on the licence.

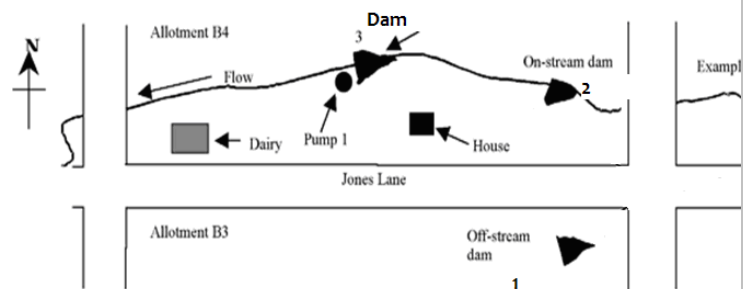
- I have attached a copy of land title / Notice of Acquisition for each parcel where water is used and where bores, pumps and dams are located.

## Bore details

- Provide a sketch, or photocopy of a locality plan on a separate A4 sheet showing the locations of ALL bores, pumps and dams on the property. Please show a minimum of two named roads on your map.
- Tell us in the table below how much water you want to take from each bore

Property address:

Example of sketch



Bore number	Use	Annual volume (ML)	Max daily pump capacity (ML/d)	Maximum daily volume (ML)
Example WRK021321	Irrigation	10.0	n/a	0.5

If you are removing bores from an existing licence, which bore numbers are they?

1.                      2.                      3.                      4.

If you are adding bores to your licence please tell us: (Use the area above to tell us the use, and extraction rates proposed)

Bore construction licence number	Bore number	Year drilled

## Irrigation development guidelines

Please tick the best statement for your application

- The water will be used on land where there has never been an irrigation licence in the past
- The application proposes to increase the current licence entitlement on the land that is being irrigated
- This application proposes to increase the area allowed to be irrigated on my current licence
- None of these statements apply to my application

## Notes

1. We suggest that you speak to one of our assessment officers if you have any questions while completing this application form.
2. An up to date copy of land title or Notice of Acquisition or Disposition is to be provided for each land parcel where water is to be used and where works are located
3. Licences to take and use water belong to the person and not the property. Therefore SRW is unable to formally register interests by any third party, including mortgages.
4. Application fees received with this application may be non refundable or only partially refundable should you decide to opt out of the process at any time after we receive this application form. We recommend that you discuss this proposal with an SRW Assessment Officer before submitting your application.
5. Incomplete applications will be returned to the licence holder. No action will commence until a complete application is received by us.
6. If your application is approved, your water usage may be metered. SRW will supply a water meter at cost and you can choose to have it installed by a SRW contractor or by a contractor of your choice. As licensee, you pay installation costs. SRW must inspect the completed installation for compliance to standards and specifications. All meters remain the property of SRW. Please contact SRW on 1300 139 510 for further information on metering.

Purpose	Description
Domestic and Stock	Domestic and stock use - as well as general non-irrigation farm use.
Irrigation	Irrigation - as well as domestic and stock use, dairy use, and general non-irrigation farm use
Dairy	Dairy use - as well as domestic and stock use and general non- irrigation farm use
Intensive animal husbandry	Intensive animal husbandry use - as well as domestic and stock use and general non-irrigation farm use
Industrial or commercial	Industrial or commercial use - as well as domestic and stock use
Environmental	Environmental use
Urban water supply	Urban water supply
Power generation	Power generation
Aquaculture	Aquaculture use - as well as domestic and stock use
Seepage and evaporation	Seepage and evaporation

### **Southern Rural Water's Privacy Statement**

Southern Rural Water (SRW) is a Victorian Government Rural Water Corporation.

SRW values and protects the personal information it collects from customer water entitlement or related applicants in line with our business responsibilities, and has always demonstrated a strong culture of protecting the confidentiality of personal information. SRW only collects the information necessary to conduct our business or provide a service to the customer, and essential personal information such as a customer name, address or telephone number is not released outside SRW without customer consent unless reasonably required for related government business such as council rate processes or requested by lawful orders.

Our responsibilities demand sustainable management of water resources and nurturing of the businesses, communities and environments that support and depend on them. In this regard, SRW adopts a transparent approach to the management of water resources and entitlements that balance the open disclosure of generally collected customer related water entitlements (such as usage types, waterway, area and volume details) with the non-disclosure of personal information.

SRW will take all reasonable steps to ensure that the management of personal information collected and disclosed complies with the Water Act 1989 requirements and privacy principles. Any individual is able to gain access to their information.

### **Privacy Complaints**

If you consider that your privacy has been breached or interfered with, you should contact the SRW Privacy Officer at PO Box 153, Maffra Vic 3860, or phone SRW on **1300 139 510**.

### **More Information**

If you want help with your application or more information on Surface Water Licences, visit our website at [www.srw.com.au](http://www.srw.com.au) or phone Southern Rural Water on 1300 139 510 and ask for the Surface Water Fact Sheet or speak to an Assessment Officer.

### **Disclaimer**

Southern Rural Water will use the information provided in this Application Form to act on and/or make a Surface Water Licence decision. Should this information be incorrect or change, we may take steps to revoke any licence granted and require you to submit a new application together with the applicable fee.

# Annexure 1

Copy this annexure and attach to application if there are more applicants than provided for.

Please print name(s) in full and in capital letters. Illegible applications will be returned. All applicants must sign. All notices will be sent to the postal address of the first named party in the State Water Register.

I/we the undersigned certify that the information provided in this application is true and correct.

I/we understand that this information may be referred to other organisations and/or advertised as part of the application and assessment process or released if reasonably required by government business, requested by lawful orders, or in the public interest; particularly in regard to open disclosure of generally collected water entitlements

## Individual applicant(s)

Given name(s):	Surname:	Signature
Given name(s):	Surname:	Signature
Given name(s):	Surname:	Signature
Given name(s):	Surname:	Signature
Given name(s):	Surname:	Signature
Given name(s):	Surname:	Signature

Dated:     /     /20     If there are more applicants, please copy this annexure and attach to application. All applicants must sign the declaration

## If applicant is a company

Name of company:		ABN:	
Position	Given names(s):	Surname:	Signature:
Position	Given names(s):	Surname:	Signature:

Postal address  
(Including postcode)

Telephone	Mobile	Fax
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Email

Dated:     /     /20     If there are more applicant companies, please copy this annexure and attached to application. All applicants must sign the declaration.

Note that the person(s) who signs on behalf of a company must be authorised to do so, for example, a company secretary or director. We will not accept liability if this form is signed by a person who is not authorised to do so.