

New water supply work and/or water use approval

Use this form to apply for a new water supply work and/or water use approval under section 92 of the *Water Management Act 2000*.

Water supply work approvals allow you to construct and use a work which takes water from a river, lake or aquifer. Examples of water supply works are water pumps, water bores, dams, weirs, irrigation channels, banks and levees.

Water use approvals allow you to use water on your land. Examples of water uses which require approval are irrigation, town water supply, and power generation.

Who can apply?

Any person can apply for a new water supply work and/or use approval.

However, there are rules about who can be granted a new water supply work approval. Check you are entitled to construct and use a water supply work at the proposed location.

Who can use this application form?

The NSW Department of Climate Change, Energy, the Environment and Water (the department) and WaterNSW share responsibility for granting and managing water supply work approvals and water use approvals in NSW.

This application form is for the following customers of the department, and representatives acting on their behalf:

- state or Australian government agencies or authorities
- major utilities and water supply authorities
- Aboriginal communities, organisations and businesses.

If you are one of these customers, please continue reading the information below and complete this application form.

However, if you are one the following customers, or a representative acting on their behalf, please apply online using the Customer Portal for water licences and approvals:

- councils
- mining corporations
- irrigation corporations.

Find more information and a link to the Customer Portal at: water.nsw.gov.au/customer-portal

If you are not sure whether to use the paper application or apply online, we encourage you to check before you start an application by:

- contacting us at water.enquiries@dcceew.nsw.gov.au or 1300 081 047
- using the Water Assist e-tool to find the information and support you need for water licensing and approvals.

Important information and documentation to be provided

Ensure you have the following information and documentation prior to completing and lodging this application form.

This information and documentation must be submitted with the completed application form and will be used by the department to fulfil its statutory obligation to assess potential environmental impacts of the proposed works.

Refer to the [Application guide – New water supply work and/or water use approval](#) for further details.

Requirements for water supply work approval application:

- detailed design drawings of proposed works, including survey plans and cross-sections
- copy of proposed pumping regime (timetable)
- map indicating:
 - location of property (including landmarks and north indicator), with clearly defined property boundary
 - location(s) (including coordinates) of all existing works as well as works proposed in this application
 - watercourses and wetlands (including dry riverbeds and temporary wetlands)
 - extent of any native vegetation on the property (including native grasses)

- any known Aboriginal or European cultural heritage features on the property – search results and mapped locations
- records of any threatened species on the property – search results and mapped locations
- records of any protected species within a one-kilometre radius of the proposed work location – search results and mapped locations
- details of any contaminated sites on or near the property – search results and mapped locations
- details of any exploration or mining titles on or near the property – search results and mapped locations
- acid sulphate soils assessment and management report (if acid sulphate soils present at site).

Additional requirements for dewatering applications:

- any environmental impact statements, including predicted outcomes
- hydrogeology report, including any outcomes
- any areas covered by a specific management plan, including Dewatering Management Plan
- for low-risk activities, a supporting statement outlining nature of work.

Also identify the following information relating to your proposed use of water (if applicable):

- area(s) to be affected
- location(s) of all works supplying water to your proposed use area including any flood protection works
- drainage and/or recycling system proposals
- soil types such as sandy/light soils, clay, clay loam, loam areas within the proposed use area
- any known high water table areas on the property
- any areas covered by an Irrigation Drainage Management Plan.

If further information is required, the department will contact the applicant directly.

Information can be found using the following tools

Waterfront land e-tool

<https://water.dpie.nsw.gov.au/our-work/licensing-and-approvals/controlled-activity-approvals/waterfront-land-e-tool>

Aboriginal Heritage Information Management System (AHIMS) Web Services

www.environment.nsw.gov.au/awssapp/Login.aspx?ReturnUrl=%2fawssapp

Search for NSW heritage – State Heritage Inventory

www.hms.heritage.nsw.gov.au/App/Item/SearchHeritageItems

NSW BioNet Atlas search

www.environment.nsw.gov.au/atlaspublicapp/UI_Modules/ATLAS_/AtlasSearch.aspx

Australian Government Protected Matters Search Tool – under the *Environment Protection Biodiversity Conservation Act 1999 (Cth)*

<https://www.dcceew.gov.au/environment/epbc/protected-matters-search-tool>

Environment Protection Authority public register – contaminated land record of notices

<https://apps.epa.nsw.gov.au/prclmapp/searchregister.aspx>

MinView search – Regional NSW, Mining, Exploration and Geoscience

<https://minview.geoscience.nsw.gov.au/#/?lon=149.6275&lat=-33.31457&z=10&bm=bm3&l=ti14:y:100,ti13:y:100,ti0:y:100,ap0:y:100,pt6:y:100,pt5:y:100,pt4:y:100,pt3:y:100,pt2:y:100,pt1:y:100,mt6:y:100,mt5:y:100,mt4:y:100,mt3:y:100,mt2:y:100,mt1:y:100>

Please note your application may be refused if:

1. required information is not submitted at the time of lodgement
2. additional information requested is not supplied within the specified timeframe.

How to use this application form

Information about how to use, complete and submit this application form is provided in the [Application guide – New water supply work and/or water use approval](#).

Part 1 – Applicant details

Section A: Applicant details

List all applicants – photocopy and attach extra pages if more than two applicants.

First applicant

A1 Title (<i>Mr, Mrs, Ms</i>)	FOR INDIVIDUALS ONLY, NOT COMPANIES A2 Surname	FOR INDIVIDUALS ONLY, NOT COMPANIES A3 Given name(s)	
A4 Company name (<i>if applicable</i>)			
A5 ABN (<i>if applicable</i>)		A6 Position held (<i>if applicable</i>)	
A7 Address			
A8 Town	A9 State	A10 Postcode	A11 Country
A12 Phone		A13 Alternate phone	
A14 Email			

Second applicant (if applicable)

A15 Title (<i>Mr, Mrs, Ms</i>)	A16 Surname	A17 Given name(s)	
A18 Company name (<i>if applicable</i>)			
A19 Address			
A20 Town	A21 State	A22 Postcode	A23 Country
A24 If more than two applicants, specify total number of applicants:			

Section B: Contact person for application

B1 Title (<i>Mr, Mrs, Ms</i>)	B2 Surname	B3 Given name(s)	
B4 Address			
B5 Town	B6 State	B7 Postcode	B8 Country
B9 Phone		B10 Alternate phone	
B11 Email			

Section C: Land ownership of the works site and lands to be supplied

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

C1 The applicant(s): ☐ is/are the landowner on which the work/use is/will be located ☐ is/are the lawful occupier/lessee of the land on which the work/use is/will be located (<i>attach documentary evidence of lawful occupation such as a lease or court order</i>) ☐ will become the owner of the land in reasonable time ☐ is/are NOT the landowner and land is either Crown land, Road reserve, Easement or National Park
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Section D: Other approvals

Please mark appropriate boxes.

D1 Does your proposal (including water use and water supply works) require development consent from your local council? ☐ Yes ☐ No	
D2 If yes, has development consent been granted?	☐ Yes ☐ No
D3 If yes, provide the consent number	
D4 Has an environmental impact assessment been undertaken for the proposed work(s)? ☐ Yes ☐ No (If 'Yes', please attach copy of assessment.)	

D5 Has any other approval or permit for the work(s) or associated activities related to the proposed development been obtained or applied for?

☐ Yes

☐ No

(If 'Yes', please attach a copy of all relevant documents)

D6 Does your approval require consent to clear native vegetation (incl. grassland)?

☐ Yes

☐ No

D7 If yes, has consent been granted?

☐ Yes

☐ No

D8 If yes, provide the consent number

Section E: Pre-application discussion

Please mark the appropriate box

Have you discussed your application with the department?

E1 ☐ No ☐ Yes

E2 If yes, it took place on with the assistance of

Part 2 – Water supply work approval

Part 2A: Work details

Complete and attach the sections relevant to your water supply work approval. If you are seeking approval for more than one of each type of work, duplicate and complete the relevant page, indicate that additional pages are attached, and attach to your application.

- Section F: Extraction works – groundwater only on page 8
- Section G: Pump(s) – surface water only on page 10
- Section H: Channel(s) for diverting or conveying water, regulator(s) or pipes on page 11
- Section I: Storage works – off river and runoff harvesting storages only (for example, on-farm dams, turkeys next dams) on page 12
- Section J: Storage works – in-river storage only (for example, weirs) on page 13

Refer to the [Application guide – New water supply work approvals and/or water use approval](#) for further information about how to complete this application.

Section F: Extraction works – groundwater only

If you are seeking approval for more than one groundwater work, duplicate this page and attach the completed extra page(s).

☐ Additional page(s) are attached

Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size.

F1 Do you have a current and relevant water access licence?		☐ Yes	☐ No
F2 If yes, what is the number of the water access licence/s to be associated with this application? If no, when do you intend to secure a water access licence?			
F3 List other water access licences held by applicant in the same water sharing plan:			
F4 Type of work:	☐ Bore	☐ Test bore	☐ Pump (in excavation)
	☐ Well	☐ Spearpoint	☐ Artesian well
F5 Proposed duration of approval	☐ Ongoing	☐ Fixed term	
If fixed term, specify proposed duration of approval			
Proposed commencement date:		Proposed date of completion	
F6 Purpose of work ☐ Town Water Supply ☐ Irrigation ☐ Dewatering ☐ Power generation ☐ Other			

If other, specify			
F7 Location of work Lot	DP	Parish	County
F8 Property address			
F9 Coordinates of proposed work: Latitude / Easting		Longitude / Northing	
F10 Water Sharing Plan			
F11 Groundwater Source		F12 Management Zone	
F13 Work size (e.g. bore casing size, pump size) (mm)	F14 Maximum flow rate (L/s)	F15 Proposed annual/total extraction (ML)	
F16 Justification for the proposed annual/total extraction:			
F17 Pump type (e.g., electric, solar or fuel)		F18 Pump description (e.g., submersible)	
F19 Will the proposed works be within 40 m of a creek, stream, river, lake, wetland, swamp, marsh or the coastline? ☐ Yes ☐ No			
F20 If yes, what is the name of this water body			
F21 Distance of proposed work from this water body (m)	F22 Distance from property boundary (km or m)	F23 Proposed depth of bore/ excavation (m)	
F24 Are the proposed works within 100 m of any septic, sewerage, stormwater or other wastewater storage or conveyancing works, or any other waste repository (such as a landfill, dump, burial area), or known site of contamination (petrol station) that has or may have the potential to contaminate the groundwater into which the bore will be constructed? ☐ Yes ☐ No (If yes, indicate type and distance in each case.)			
F25 Do you intend to clear any native vegetation to construct the works? ☐ Yes ☐ No			
F26 If yes, area of ground to be cleared (m ²)			
F27 Will this proposed groundwater work impact on an area of known Aboriginal cultural significance? ☐ Yes ☐ No			
F28 Are you in an underground mining area? ☐ Yes ☐ No			

F29 Please supply details of proposed bore driller (if applicable):		
F30 Copy of Dewatering Management Plan attached (for dewatering):	☐ Yes	☐ No

Section G: Pump(s) – surface water only

If you are seeking approval for more than one surface water pump work, duplicate this page and attach the completed extra page(s).

☐ Additional page(s) are attached

Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size.

G1 Do you have a current and relevant water access licence?	☐ Yes	☐ No
G2 If yes, what is the number of the water access licence/s to be associated with this application?		
G3 If no, when do you intend to secure a water access licence?		
G4 List other water access licences held by applicant in the same water sharing plan:		

Duration of approval

G5 ☐ Ongoing ☐ Fixed term – If fixed term, specify proposed duration of approval	
Proposed commencement date	Proposed date of completion

Location of work

G6 Lot	DP	Parish	County
G7 Property address			
G8 Coordinates of proposed work: Latitude / Easting		Longitude / Northing	
G9 Water sharing plan			
G10 Water source		G11 Management zone	
G12 River			
G13 Pump type (e.g., electric, solar, fuel)		G14 Pump size (mm)	
G15 Maximum flow rate (L/s)		G16 Annual/Total extraction (ML)	

G17 Justification for the proposed annual/total extraction:		
G18 Description (e.g., centrifugal)		
G19 Do you intend to excavate to install your pump?	☐ Yes	☐ No
G20 Do you intend to clear any native vegetation to construct the works?	☐ Yes	☐ No
G21 If yes, area of ground to be cleared (m ³)		

Section H: Channel(s) for diverting or conveying water, regulator(s) or pipes

If you are seeking approval for more than channel, regulator or pipe works, duplicate this page and attach the completed extra page(s).

☐ Additional page(s) are attached

Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size.

H1 Do you have a current and relevant water access licence?	☐ Yes	☐ No
H2 If yes, what is the number of the water access licence/s to be associated with this application?		
H3 If no, when do you intend to secure a water access licence?		
H4 Type of work	☐ Channel	☐ Regulator
	☐ Pipe	☐ Other
If 'other', please specify		

Location of the work

H5 Lot	DP	Parish	County
H6 Property address			
H7 Name of nearest river		H8 Distance from nearest river (m or km)	

Size and dimensions of the work

H9 Length (m or km)	H10 Width (average) (m)	H11 If a pipe, diameter of pipe (m)
H12 Depth (average) (m)	H13 Height above surrounding ground level (m)	H14 Diversion capacity (lit/sec)

H15 Do you intend to clear any native vegetation to construct the works?	☐ Yes	☐ No
H16 If yes, area of ground to be cleared (m ²)		

Section I: Storage works – off-river and runoff harvesting storages only (for example, on-farm dams, turkeys nest dams)

If you are seeking approval for more than one off-river and runoff harvesting storage works, duplicate this page and attach the completed extra page(s).

☐ Additional page(s) are attached

Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size.

I1 Do you have a current and relevant water access licence?	☐ Yes	☐ No
I2 If yes, what is the number of the water access licence/s to be associated with this application?		
I3 If no, when do you intend to secure a water access licence?		
I4 Type of work		
I5 Purpose of work ☐ Town Water Supply ☐ Irrigation ☐ Power generation ☐ Other, please specify		

Location of the work

I6 Lot	DP	Parish	County
I7 Property address			
I8 Coordinates of proposed work			
I9 Is the work proposed to be on a floodplain? ☐ Yes ☐ No			

Size and dimensions of the work

I10 Length (m or km)	I11 Width (average) (m)	I12 Depth (average) (m)
I13 Proposed capacity (ML)	I14 Height above surrounding ground level (m)	
I15 Do you intend to clear any native vegetation to construct the works? ☐ Yes ☐ No		
I16 If yes, area of ground to be cleared (m ²)		

Section J: Storage works – in-river storage only (for example, weirs)

Note: Most water sharing plans prohibit in-river dams. Check the [water sharing plan for your area](#) for more information.

If you are seeking approval for more than one in-river storage work, duplicate this page and attach the completed extra page(s).

☐ Additional page(s) are attached

Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size.

J1 Do you have a current and relevant water access licence?	☐ Yes	☐ No
J2 If yes, what is the number of the water access licence/s to be associated with this application?		
J3 If no, when do you intend to secure a water access licence?		
J4 Type of work		
J5 extraction capacity (ML)		
J6 Purpose of work ☐ Town Water Supply ☐ Irrigation ☐ Power generation ☐ Other, please specify		

Location of the work

J7 Lot	DP	Parish	County
J8 Property address			
J9 Coordinates of proposed work			
J10 Is the work proposed to be on a floodplain?		☐ Yes	☐ No

Size and dimensions of the work

J11 Length (m or km)	J12 Width (average) (m)	J13 Depth (average) (m)
J14 Proposed capacity (ML)	J15 Height above surrounding ground level (m)	
J16 Do you intend to clear any native vegetation to construct the works?		☐ Yes ☐ No
J17 If yes, area of ground to be cleared (m ²)		

Part 2B: Potential environmental impacts of the water supply work(s)

Complete the impact assessment for the water supply work(s) prescribed in Part 2A. Mark the boxes for all information supplied for K2-K4.

Section K: Impact statement

K1 Does the property have any of the following features/characteristics? Please mark the appropriate boxes.

- ☐ Salinity
- ☐ Acid sulphate soils
- ☐ Sodic soils
- ☐ Waterlogging
- ☐ Erosion
- ☐ High water table
- ☐ Land subsidence
- ☐ Contaminated land
- ☐ Other (If 'other', please specify)

Supporting documentation is required and must be submitted with this application if any of the features/characteristics above are identified.

K2 Demonstrate how the design and construction footprint has been minimised and the proposed extent of disturbances to soil and vegetation.

- ☐ Included documentation and detailed map with application.

K3 Provide detail of any environmental site assessment report identifying the contamination status of the property. For dewatering applications include the general quality characteristics of the groundwater beneath the site.

- ☐ Included documentation and detailed map with this application.

K4 Provide detail of any geotechnical investigation report describing the results of intrusive investigations at the site (if applicable).

- ☐ Included report and detailed map with this application.
- ☐ Not applicable.

K5 Acid sulphate soils assessment and management report identifying the nature, extent and management of acid sulphate soils (where present).

- ☐ Included Acid Sulphate Soil Management Plan with this application.
- ☐ Acid sulphate soils not present.

Part 3 – Water use approval

Only complete Part 3 if a water use approval is required.

Refer to the [Application guide – New water supply work and/or use approval](#) for further information about how and when to complete this application.

Part 3A: Use details

Section L: Purpose

Please nominate the purpose you are seeking approval for (mark the appropriate boxes).

L1 ☐ Irrigation ☐ Town water ☐ Power generation ☐ Other	
L2 If 'other', please specify	
L3 Do you have a current and relevant water access license?	☐ Yes ☐ No
L4 If yes, what is the number of the water access license/s to be associated with this application?	
L5 If no, when do you intend to secure a water access licence?	

Section M: Location of land where water will be used

M1 Property name			
M2 Property address			
M3 Town			M4 Postcode
M5 Area of property	(ha)	M6 Area of property proposed for the use	(ha)
M7 Lot	DP	Parish	County
M8 Local council			
M9 Name of nearest river adjacent to or within the property boundaries			

Section N: Water use approval

N1 for irrigation, please specify:

Crop type (please specify)	Area to be irrigated (ha)	Irrigation system/method

N2 For other purposes, please provide details of proposal (attach details in separate document if more space is required)

Section O: Soil

O1 Identify the soil texture in the proposed use area (tick one or more boxes).

☐ Sandy
 ☐ Loamy
 ☐ Clay loam
 ☐ Clay

If 'other', please specify

O2 Identify the soil colour in the proposed use area (tick box).

☐ Red/red brown
 ☐ Yellowish brown
 ☐ Grey
 ☐ Black

If 'other', please specify

O3 Describe the soil category in the proposed use area (tick one or more):		
	Description	Tick
Alluvial soils	Extremely variable, layered profile with sand, clay etc	☐
Cracking clays	Deep, uniform, coarse or fine textured sandy soil	☐
Sandy soils	Deep uniform clays with seasonal cracking when dry	☐
Earthy soils	Gradual texture change–increase in clay content	☐
Duplex soils	Texture contrast between surface soil and subsoil–loam (over clay)	☐
If 'other', please specify		
O4 In the case of irrigation, what is the slope of the area to be irrigated (tick box).		
☐ Flat (less than 2%) ☐ Gentle slope (2-5%) ☐ Undulating ☐ Steep slope (more than 5%)		

Section P: Drainage management

For irrigation only – please mark the appropriate boxes.

P1 Have you prepared an Irrigation and Drainage Management Plan?			☐ Yes	☐ No
☐ If 'Yes', copy of Drainage Management Plan attached				
P2 Do you intend to recycle your irrigation drainage on-farm?			☐ Yes	☐ No
☐ If yes, copy of Recycling Plan attached (includes details of proposed recycling setup including collection, storage and re-use proposals)				
P3 If you are not recycling your drainage, how do you propose to dispose of any irrigation tailwater?				
P4 Does your proposal also require consent from NSW EPA?				
☐ Yes ☐ No				
P5 If yes, have you got this consent?			☐ Yes	☐ No
P6 If yes, please provide consent number:				

Part 3B: Potential environmental impacts of the water use

Complete the impact assessment for the water use(s) prescribed in Part 3A.

Section Q: Impact statement

Q1 Does the property have any of the following features/characteristics? Please mark the appropriate boxes.

- ☐ Salinity
- ☐ Acid sulphate soils
- ☐ Sodic soils
- ☐ Waterlogging
- ☐ Erosion
- ☐ High water table
- ☐ Land subsidence
- ☐ Contaminated land
- ☐ Other (If 'other', please specify)

Supporting documentation is required and must be submitted with this application if any of the features/characteristics above are identified.

Q2 Demonstrate how the design and construction footprint has been minimised and the proposed extent of disturbances to soil and vegetation.

- ☐ Included documentation and detailed map with application.

Q3 Provide detail of any environmental site assessment report identifying the contamination status of the property. For dewatering applications include the general quality characteristics of the groundwater beneath the site.

- ☐ Included documentation and detailed map with application.

Q4 Provide detail of any geotechnical investigation report describing the results of intrusive investigations at the site (if applicable).

- ☐ Included report and detailed map with application.
- ☐ Not applicable.

Q5 Acid sulphate soils assessment and management report identifying the nature, extent and management of acid sulphate soils (where present).

☐ Acid Sulphate Soil Management Plan is included with the application.

☐ Acid sulphate soils not present.

Part 4 – Declaration and consent and application fee

Section R: Declaration and consent of applicants

Each applicant must sign Section R.

Photocopy/print multiple copies of the entire form after Sections A to Q have been completed (before anyone signs Section R) if there are more than two applicants.

It is an offence under section 344 of the *Water Management Act 2000 (NSW)* to make a statement that you know to be false or misleading, in or in connection with, this application. A water access licence or approval may be suspended or cancelled under the *Water Management Act 2000* (the Act) in certain circumstances, including if the licence or approval holder is convicted of an offence under that Act.

I, the undersigned applicant, acknowledge and agree that:

1. I am applying for a new or an amended approval for a water supply work and/or water use as described in this application.
2. the NSW Department of Climate Change, Energy, the Environment and Water (Department) and WaterNSW will rely on the information collected in this application.
3. this application will be determined in accordance with the **Act** and any associated regulations or guidelines as in force from time to time, and no water access right or water entitlement is in place until this application and any conditions are approved.
4. the authorised contact person (where applicable) has my permission to act for, and on my behalf, in relation to any aspect of this application unless otherwise notified by me, and that WaterNSW and or the Department will rely on information provided by the authorised contact person in its consideration of this application.
5. the Department and WaterNSW, 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 Department or WaterNSW in connection with this application and I hereby agree to release and indemnify the Department and WaterNSW from and against any such

action, proceeding, claim, demand, cost, loss, damage or expense to the fullest extent permitted by law.

6. I have read and understood the information contained in the privacy statement (below).
7. I consent to WaterNSW and the Department collecting, using and disclosing my personal information in accordance with the privacy statement (below).
8. the Department or WaterNSW do 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.
9. details about any approval arising out of this application will be recorded in the publicly available Register of Water Approvals pursuant to the **Act**.
10. if this application is incomplete, it will not be accepted.
11. more information may be requested if relevant in considering this application and must be supplied in the requested timeframe or the application may not be assessed or could be deemed invalid or refused.
12. I acknowledge and consent to WaterNSW or Department employees or agents entering the land subject to this application for the purposes of conducting investigations necessary for the assessment of this application. WaterNSW or the Department will endeavour to provide written notice at least 24 hours prior to entering the land, upon which you agree to provide reasonable and safe access to employees or agents to the subject land.

I have read and agree with the declaration.

I have read and agree with the Privacy statement.

I agree to receive all future communications regarding this application via email.

By signing this form, I declare that:

1. If signed electronically, I have signed this form in accordance with section 9 of the *Electronic Transactions Act 2000 (NSW)* and it is my intention for this electronic signature to be binding.
2. All information in this form is accurate, true and complete in every detail.

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 corporations):

R1 Name of corporation
R2 Position of signatory

R3 Name of signatory	Signature	Date
R4 Position of signatory		
R5 Name of signatory	Signature	Date

For applications made by individuals

R6 Name	Signature	Date
Name	Signature	Date

Section S: Payment of application fee

The department will contact the nominated payee to take payment by card over the phone (Visa and MasterCard accepted).

S1 Payee's name
S2 Payee's contact number

Privacy statement

We are bound by the Privacy Principles set out in the *Privacy and Personal Information Protection Act 1998 (NSW)* in relation to personal information. These Privacy Principles relate to the collection, storage and security, access and amendment, use and disclosure of personal information. Accordingly, we will deal with the personal information you provide on this form and online in the Customer Portal in accordance with those Privacy Principles and the WaterNSW and NSW Department of Climate Change, Energy, the Environment and Water Privacy Management Plans. Your information will be stored in accordance with the requirements of the *State Records Act 1998 (NSW)* and securely destroyed once it is no longer needed. The personal information being collected by us will be used for purposes related to and including:

- verifying your identity, assessing and processing your application,
- in connection with the operation of any licence/approval granted, the provision of customer service in relation to your account, or for research-related purposes such as customer surveys,
- any other use outlined in the relevant party's Privacy Policy.

If you have nominated an authorised user to act on your behalf, your account information within the Customer Portal will be available to the authorised user(s).

Your personal information may also be used from time to time to contact you about services we provide, including by text message or email. As joint operators of the Customer Portal, your information may be shared between WaterNSW and NSW Department of Climate Change, Energy, the Environment and Water for purposes related to your account and licence/approvals. We may also need to disclose your personal information to our agents, suppliers or contractors, or another government agency in order to process any application and/or enquiries. We may also disclose your personal information as permitted or required by law.

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

The provision of your personal information is voluntary. However, if you choose not to provide the requested information, we may not be able to process your application. You have the right to request access to, and correct details of, your personal information. Some of your personal information in your customer profile can be amended within the Customer Portal or by contacting:

- WaterNSW Customer Service Centre on 1300 662 077 or by email at customer.helpdesk@waternsw.com.au

- the department on 1300 081 047 or water.enquiries@dcceew.nsw.gov.au

If you wish to discuss a privacy issue or make a complaint about the use of your personal information, please contact us:

- WaterNSW: via our Privacy Officer at privacy@waterNSW.com.au
- NSW Department of Climate Change, Energy, the Environment and Water: via our Privacy Officer at privacy@dcceew.nsw.gov.au

Additional information about how personal information is handled is available on the 'Privacy' page of each of the [WaterNSW](#) and [NSW Department of Climate Change, Energy, the Environment and Water](#) websites.

Find more details about how we manage and protect your personal and health information in the:

- [WaterNSW Privacy Management Plan](#) (PDF, 324.33 KB) and [Privacy Policy](#)
- The department's [Privacy Management Plan and Privacy \(Data\) Breach Policy](#)

Offences and penalties

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 \$2.002 million. An individual found guilty of an offence against section 344 is liable to a penalty not exceeding \$500,500.

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 license or approval is convicted of an offence under that Act.

List of works

Each of the sections in Part 2A requires the 'Type of work' to be entered. Select from the 'type of work' listed under each of the work categories.

Table 1. Type of works required in Part 2A

Type of work	Specific type
Section F: Extraction works – groundwater	• artesian well • bore • collector system • excavation • pump (in excavation) • spearpoints • test bore • well
Section G: Pump(s) – surface water only	• axial flow • centrifugal • force • helical rotor • hydraulic ram • mixed flow • mono • piston • pumping plant • pumping station • spearpoints • stand by pump • submersible • windmill

Type of work	Specific type
Section H: Channel(s) – for diverting or conveying water, regulator(s) or pipes	- channel - channel – above ground - channel – below ground - cutting - pipeline - regulator - water race
Section I: Storage work(s) – off-river and runoff harvesting storages only (e.g. on-farm dams, turkeys nest dams)	- block dam with training walls - bywash dam - bywash dam and cutting - earthen dam and pipe spillway - excavated tank - groundwater storages (e.g. tanks, dam) - recirculation storages
Section J: Storage works – in-river storage only (e.g. weirs)	- block dam - block dam and diversion pipe - block dam and regulator - block dam with bywash - block dam with training walls - bywash dam - bywash dam and cutting - earthen dam and pipe spillway - earth fill dam/spillway/radial gate and emergency spillway - overshot dam - overshot dam and diversion pipe barrage - weir