

# Application to assign share components between water access licences

---

Use this application form to apply to assign share components between water access licences, of the same category with respect to the same water management area or water source, under section 71Q of the *Water Management Act 2000* (WM Act).

## STEPS TO APPLY

### 1. Complete the application form using the associated guide

Applicants are advised to read the guide to the application available at: [www.waternsw.com.au](http://www.waternsw.com.au), under Applications and fees. The guide provides information to assist answering each question, paying application fees and submitting the application form.

There are three options for completing your application – you can either:

- apply online using our quick and easy, interactive [Water Applications Online](#) service, or
- complete a 'fillable' PDF application form (use Adobe Acrobat Reader version 11 or higher which you can download free of charge), or
- print the PDF application form and fill it out by hand in capital letters with a black/blue pen.

### 2. Ensure the completed application form is signed by all applicants

The completed application form must be signed by all applicants. If you are applying online or completing the fillable PDF, you will need to print the completed application form for it to be signed.

### 3. Submit the completed and signed application form

Post the completed and signed application form to WaterNSW, PO Box 398 Parramatta 2124.

WaterNSW may contact you to request further information in relation to the application.

### 4. Register the dealing with NSW Land Registry Services (NSW LRS)

An assignment of share components between water access licences is enabled through water access licence dealings under the WM Act.

If the Minister grants consent to a dealing, it does not take effect until the transaction has been registered in the Water Access Licence Register which is administered by NSW LRS. The applicant is responsible for registering a dealing with NSW LRS. Refer to the guide for further information.

## SECTION A: Water access licence – share component to be reduced

A1 Water access licence number	A2 Current share component	units
A3 Proposed reduction	units	A4 Sale price \$ per unit
<p>A5 Do you propose to assign your entire share component? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, you will have a water access licence with a zero share component. You are required to pay a Minimum Water Management Charge to the WaterNSW for this licence.</p> <p>Do you want to surrender your water access licence? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Refer to the guide for further information.</p>		
A6 Water source		

## SECTION B: Water access licence – share component to be increased

The reduction in the share component (A3) will be credited to the water access licence number (B1) below.

B1 Water access licence number	B2 Current share component	units
B3 Proposed increase	units	
B4 Water source		

If an application has been accepted by WaterNSW, payment has been processed and a receipt has been issued, application fees will not be refunded.

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

## SECTION C: Details of access licence holder/s – share component to be reduced

List all holders of the access licence which will have its share component reduced.  
Photocopy/print multiple copies of this blank page, complete it and attach it to this form if there are more than two access licence holders.

### Licence holder

c <sub>1</sub> Title (Mr, Mrs, Ms)		c <sub>2</sub> Surname	
c <sub>3</sub> Given name(s)			
c <sub>4</sub> Company/corporation name <i>(if applicable)</i>			
c <sub>5</sub> ACN <i>(if applicable)</i>		c <sub>6</sub> Position held <i>(if applicable)</i>	
c <sub>7</sub> Address			
c <sub>8</sub> Town	c <sub>9</sub> State	c <sub>10</sub> Postcode	c <sub>11</sub> Country
c <sub>12</sub> Phone		c <sub>13</sub> Mobile phone	
c <sub>14</sub> Fax	c <sub>15</sub> Email		

### Additional licence holder (if applicable)

c <sub>16</sub> Title (Mr, Mrs, Ms)		c <sub>17</sub> Surname	
c <sub>18</sub> Given name(s)			
c <sub>19</sub> Company/corporation name <i>(if applicable)</i>			
c <sub>20</sub> ACN <i>(if applicable)</i>		c <sub>21</sub> Position held <i>(if applicable)</i>	
c <sub>22</sub> Address			
c <sub>23</sub> Town	c <sub>24</sub> State	c <sub>25</sub> Postcode	c <sub>26</sub> Country
c <sub>27</sub> Phone		c <sub>28</sub> Mobile phone	
c <sub>29</sub> Fax	c <sub>30</sub> Email		
c <sub>31</sub> If there are more than two licence holders, specify the total number of licence holders.			

## SECTION D: Details of access licence holder/s – share component to be increased

List all holders of the access licence which will have its share component increased.  
Photocopy/print multiple copies of this blank page, complete it and attach it to this form if there are more than two access licence holders.

### Licence holder

D1 Title (Mr, Mrs, Ms)	D2 Surname		
D3 Given name(s)			
D4 Company/corporation name <i>(if applicable)</i>			
D5 ACN <i>(if applicable)</i>		D6 Position held <i>(if applicable)</i>	
D7 Address			
D8 Town	D9 State	D10 Postcode	D11 Country
D12 Phone		D13 Mobile phone	
D14 Fax	D15 Email		

### Additional licence holder (if applicable)

D16 Title (Mr, Mrs, Ms)	D17 Surname		
D18 Given name(s)			
D19 Company/corporation name <i>(if applicable)</i>			
D20 ACN <i>(if applicable)</i>		D21 Position held <i>(if applicable)</i>	
D22 Address			
D23 Town	D24 State	D25 Postcode	D26 Country
D27 Phone		D28 Mobile phone	
D29 Fax	D30 Email		
D31 If there are more than two licence holders, specify the total number of licence holders.			

## SECTION E: Authorised contact person

E1 Title (eg. Mr, Mrs, Ms)		E2 Surname	
E3 Given name(s)			
E4 Address			
E5 Town	E6 State	E7 Postcode	E8 Country
E9 Phone		E10 Mobile phone	
E11 Fax	E12 Email		

If this section has not been completed, WaterNSW will assume the first licence holder listed on the form is the authorised contact person and contact that person, if necessary, prior to the determination of an application.

Listing an authorised contact person assists WaterNSW in processing your application. WaterNSW 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 WaterNSW in considering this application.

In addition, any request for additional information about your application 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.

Changes to any details of this application (except for minor changes to contact details of a licence holder) must be in writing, and signed and dated by all licence holders.

## SECTION E: Declaration

Each holder of the access licence which will have its share component reduced, and each holder of the access licence which will have its share component increased, must sign Section F.

Photocopy/print multiple copies of the entire form after Sections A to E have been completed (before anyone signs Section F) if there are more than three licence holders.

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

- a) that I/We apply to assign share components between water access licences 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, unless otherwise notified by us, and that WaterNSW will rely on information provided by the authorised contact person in its consideration of this application;
- d)** that the Crown in right of the State of New South Wales, including the WaterNSW 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 WaterNSW 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.

**Declaration of holder/s of access licence which will have its share component reduced  
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 corporation		
Position of signatory <input type="checkbox"/> Company director <input type="checkbox"/> Company secretary <input type="checkbox"/> Duly authorised officer (Tick the appropriate box)		
Name of signatory	Signature	Date
Position of signatory <input type="checkbox"/> Company director <input type="checkbox"/> Company secretary (Tick the appropriate box)		
Name of signatory	Signature	Date

**Declaration of holder/s of access licence which will have its share component increased  
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 corporation		
Position of signatory <input type="checkbox"/> Company director <input type="checkbox"/> Company secretary <input type="checkbox"/> Duly authorised officer (Tick the appropriate box)		
Name of signatory	Signature	Date
Position of signatory <input type="checkbox"/> Company director <input type="checkbox"/> Company secretary (Tick the appropriate box)		
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 WaterNSW 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 WaterNSW 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)		/	CCV (last 3 digits on the back of)
Amount (\$)	\$		
Cardholder's name (as it appears on the card)			
Cardholder's signature		Date	
Email address for receipt of payment			

If an application has been accepted by WaterNSW, payment has been processed and a receipt has issued, application fees will not be refunded.