

Application for a search for water-related interests

Use this application form to request a search for water-related interests held under the *Water Act 1912* and / or the *Water Management Act 2000* (WM Act) associated with specific parcels of land which may be included in the sale of the land and therefore may be transferred on settlement.

STEPS TO APPLY

1. Complete the application form

Applicants are advised to read about searches for water-related interests at www.waternsw.com.au > Customer Services > Water Licensing > About licences > Legal searches for water related interests.

This information will assist in completing the form, paying application fees and submitting the application.

2. Pay application fee

This form will not be processed until the application fee has been received by WaterNSW. Application fees vary depending on the processing timeframe you require.

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

Select processing timeframe

Tick the appropriate box to specify the processing timeframe you require:

- Normal processing Priority processing Urgent processing

You can pay the application fee after you have submitted your application by:

- providing your **credit card** details by phoning 1300 662 077 (preferred option); or
- enclose a **cheque** made out to WaterNSW when posting the hard copy application form.

3. Submit the application form

There are two options for submitting your completed and signed application form –

- email the application form to water.search@waternsw.com.au; or
- post the application form to –
WaterSearch, WaterNSW, PO Box 398, Parramatta NSW 2124.

Note: *If you require priority or urgent processing, the application must be emailed and paid using a credit card.*

4. WaterSearch results

- If you email your application form, the results of the search, a copy of your original application and payment receipt will be emailed to your email address.
- If you post your application and provide an email address in your application the results of the search, a copy of your original application and payment receipt will be emailed to the email address. If not, a hard copy will be mailed to the address provided in the application.

Privacy Statement

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 WaterNSW for assessing and processing your application 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.

SECTION A: Applicant details

Applicant's reference			
Title (<i>Mr, Mrs, Ms</i>)	Surname		
Given name/s			
Company/corporation name (<i>if applicable</i>)			
Postal address			
Town	State	Postcode	Country
Phone		Mobile phone	
Fax	Email		

SECTION B: Vendor / Proprietor details

Title (<i>Mr, Mrs, Ms</i>)	Surname		
Given name/s			
Company/corporation name (<i>if applicable</i>)			
Postal address			
Town	State	Postcode	Country
Phone		Mobile phone	
Fax	Email		

SECTION C: Purchaser details

Title (<i>Mr, Mrs, Ms</i>)	Surname		
Given name/s			
Company/corporation name (<i>if applicable</i>)			
Postal address			
Town	State	Postcode	Country
Phone		Mobile phone	
Fax	Email		

SECTION D: Property details

Property name		
Property address		
Town	State	Postcode

- Provide the Lot, Section (if relevant) and Deposit Plan (DP) or Strata Plan (SP) of the specific parcels of land for which you are requesting a water-related search.
- If you are requesting a search on more than 20 Lots please provide land descriptors electronically in an MS Excel spread sheet or in the additional table in Section F on page 4.
- Do not provide auto-consol folios.
- If a plan was registered within the last month show prior Lot / Section / DP or SP details.

Lot / Section / DP or SP	Lot / Section / DP or SP	Lot / Section / DP or SP	Lot / Section / DP or SP	Lot / Section / DP or SP
<i>LT/DP e.g. 1/45678</i>				

SECTION E: Signature of applicant

This application for a search for water-related interests must be signed by the applicant who acknowledges that all information contained in this form is accurate, true and complete.

Name of signatory	Signature	Date
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SECTION F: Additional property details when requesting a search of more than 20 Lots

Lot / Section / DP or SP	Lot / Section / DP or SP	Lot / Section / DP or SP	Lot / Section / DP or SP	Lot / Section / DP or SP
LT/DP e.g. 1/45678				



Customer Helpdesk

1300 662 077 | Customer.Helpdesk@watnsw.com.au
