

Application for a new or renewal NSW driller's licence

Under Section 118A (3A) of the *Water Act 1912*.

What you need to do

Please complete the form with a black/blue ink pen and use BLOCK letters. You can also type directly in this form. Once completed, please print and sign the form.

Submit your application form, payment, passport sized photograph and other relevant attachments to:

- by post to **WaterNSW, Driller's Licensing, PO Box 398, Parramatta NSW 2124**, or
- email a scanned copy to Customer.Helpdesk@waternsw.com.au

If there is not enough space in the form, please attach additional pages to the back of the form.

Application fee

You can pay the application fee by credit card, cheque or money order.

If paying by credit card, please do not provide your credit card details in writing to WaterNSW. Once the application is submitted, we will contact you to process payment over the phone for all credit card payments.

Cheques and money orders to be made payable to WaterNSW and posted to the above address.

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



WaterNSW customers are encouraged to book a phone appointment with us to discuss your water licensing enquiries. Visit waternsw.com.au/licensing

Section A: Applicant details

A1 Title	A2 Surname	
A3 Given name(s)		
A4 Postal address		
A5 Suburb	A6 State	A7 Postcode
A8 Phone	A9 Mobile phone	
A10 Email		

Section B: Employer or trading company information

B1 Company/corporation name (if applicable)		
B2 ACN (if applicable)	B3 ABN (if applicable)	
B4 Postal address		
B5 Suburb	B6 State	B7 Postcode
B8 Phone	B9 Mobile phone	
B10 Email		

Section C: Other state driller's licences

C1 Do you hold a driller's licence from a state other than NSW? <input type="checkbox"/> No <input type="checkbox"/> Yes - provide details below			
C2			
State	Class	Licence number	Expiry

Section D: Class of licence

D1 <input type="checkbox"/> New NSW driller's licence		
D2 <input type="checkbox"/> Renew NSW driller's licence. Please provide details:		
Current licence class	Current licence number	Date of expiry

D3 ☐ Change to current NSW driller's licence (including class and endorsements). Please provide details:

Current licence class	Current licence number

D4 Select appropriate NSW licence class:

NSW licence class	NSW licence class description
<input type="checkbox"/> 1	Licence that allows construction of water level and water quality monitoring bores.
<input type="checkbox"/> 2	Licence that allows construction of sub-artesian stock and domestic supply bores up to 152 mm nominal bore casing.
<input type="checkbox"/> 3	Licence that allows the activities of a class 2 licence and also allows the construction of sub artesian, screened and developed bores (with open hole, slotted casing, or screen completion methods, including the use of a formation stabiliser, but not including gravel filter envelope completion techniques).
<input type="checkbox"/> 4	Licence that allows activities of a class 3 licence and also allows the use of gravel filter envelope completion techniques.
<input type="checkbox"/> 5	Licence that allows activities of a class 2 licence and also allows the construction of flowing and non-flowing bores that penetrate the sandstone aquifers of the Great Artesian Basin and the construction of flowing bores elsewhere in NSW.
<input type="checkbox"/> 6	Licence that allows activities of both a class 4 licence and a class 5 licence.

Section E: Type of endorsement applied for*

E1 Select all applicable

- ☐ Auger ☐ Jetting ☐ Cable tool ☐ Rotary air
☐ Rotary mud ☐ Other methods (please specify)

***Note:** Change of class or endorsement additions to your current driller's licence will require a fee.

Section F: Statement of equipment capability

Describe the drilling equipment you currently use. Attach extra pages if necessary.

Drilling equipment	Make	Model	Type	Capacity
Drilling rig				
Mud pump				
Air compressor				
Pump test unit				

Section G: Qualifications and training of applicant

Please attach proof of completion of the following:

G1	<input type="checkbox"/> Relevant Australian Drilling Industry Association (ADIA) module
G2	<input type="checkbox"/> ADIA screens and gravel pack course
G3	<input type="checkbox"/> NSW Module A
G4	<input type="checkbox"/> Interstate driller's licence
G5	<input type="checkbox"/> Other – provide details of other qualifications or training information relevant to this application.

Please list the bores constructed in the last three years:

G6	Number of bores drilled				
Constructed by me as a licensed driller in:	Class 1*	Class 2*	Class 3*	Class 4*	Class 5*
New South Wales					
Elsewhere					
Upon which I worked as an assistant to a licensed driller in:					
New South Wales					
Elsewhere					

Refer to licence class descriptions on page 2 of this form.



New drillers who cannot provide evidence of previous drilling experience (Bore construction report – Form A) will need to provide a reference, on company letterhead, from a licensed driller that shows that you have been supervised in drilling works including drill rigs and endorsements.

Please supply summary details of the bores you have constructed or worked on in NSW or elsewhere in the last three years. Attach copies of at least six 'Bore construction report – Form A' or interstate completion reports (bore log) for these bores.

Landholder's name and address	Bore licence number	Type of bore* See note below	Diameter of casing (mm)	Supply obtained (litres/sec)

*Type of bore drilled:

- 1 for Water level and water quality monitoring
- 2 for Stock and domestic
- 3 for High yield bores
- 4 for High yield bores incorporating gravel filter envelope
- 5 for Artesian

Section H: Other information

H1 Please provide any other information below that is relevant to this application

Section I: Application checklist

11 ☐ The application is fully complete

12 ☐ The applicant and witness have signed the applicant declaration (Section J and K)

13 ☐ If this is a new licence application, six 'Bore construction report – Form A' or interstate completion reports are attached

14 ☐ If you are currently unlicensed, please attach references from licensed driller/s (on business letterhead)

15 ☐ Attached copies of relevant training certificates (Section G)

16 ☐ Completed and attached the NSW Module A examination

17 ☐ Fee included

18 ☐ Passport sized photograph of the applicant, with name on the back

If all above requirements are not met, the application will be declined.

Section J: Declaration

J1 <input type="checkbox"/> I have read Sections 112 and 118A (1) to (7) of the <i>Water Act 1912</i>		
J2 <input type="checkbox"/> I declare that the contents of this application are true, correct and complete		
J3 <input type="checkbox"/> I understand it is my responsibility to only drill bores which have a valid licence or approval from WaterNSW		
J4 <input type="checkbox"/> All bores I have constructed under my current licence have been approved by the relevant authority and been constructed under my class and endorsement/s restrictions		
J5 <input type="checkbox"/> I have read the question and answer document on compliance powers, offences, and penalties available on the WaterNSW website		
J6 <input type="checkbox"/> I understand that I will be licensed for a period of three years only from the date of issue of this licence and I must be on site for all drilling operations. I acknowledge that if I wish to continue to be licensed, I am required to reapply for a NSW driller's licence before my licence has expired.		
Name	Signature	Date

Section K: Witness declaration

I certify that the applicant, whose signature appears above, has signed in the signature box in my presence.	
Signature	Date
Name and type of witness (Authorised witness e.g. Justice of the Peace, Notary, Public or Commissioner for Affidavits).	

Section L: Payment of application fee

Application fees are available from the [WaterNSW website](#).

L1 Please find attached the application fee for: <input type="checkbox"/> NSW driller's licence <input type="checkbox"/> Change to licence (class or endorsements), within current licence period
L2 Specify method of payment for application fee <input type="checkbox"/> Credit card <input type="checkbox"/> Money order <input type="checkbox"/> Cheque (made payable to WaterNSW) If you select credit card, WaterNSW will contact you on the number below to arrange payment. Please do not provide your credit card details here.

Contact for payment

L3 Contact name
L4 Contact number

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

Privacy statement

The personal information you provide on this form will be used and protected in accordance with WaterNSW Privacy policy. It is being collected by WaterNSW and will be used for purposes related to assessing and processing your application, or in connection with the operation of any approval granted, or for research-related purposes such as customer surveys. It may be used from time to time to contact you about services WaterNSW provides.

WaterNSW will not disclose your personal information to anybody else unless authorised by law. The provision of this information is voluntary. However, if you choose not to provide the requested information, we will not be able to process your application. You have the right to request access to, and correct details of, your personal information held by WaterNSW. Further information regarding privacy can be obtained from our website at waternsw.com.au

If an approval is granted, the *Water Management Act 2000* requires that various details relating to the approval are to be recorded in the Register of Water Approvals kept by the Minister. Information recorded in the register is publicly available.

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

Need help?

If you need further assistance, please contact our Customer Service Centre on [1300 662 077](tel:1300662077), Monday to Friday between 8am to 5pm or email Customer.Helpdesk@waternsw.com.au

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