

Record that cease to take conditions do not apply

To comply with the Water Management (General) Regulation 2025, you must use this form if you have a meter (with or without telemetry) with a cease to take condition on your approval or access licence to confirm that cease to take conditions **do not apply** and water may be taken.

Complete this form each time before you take water. If you have multiple meters, you will need to complete a separate form for each one.

Check your work approval to see what information is currently listed and review your conditions on the [NSW Public Water Register](#).

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.

Your completed form is not required to be returned to WaterNSW, but you **must keep a copy for your records for up to five years** and have it available to show to an authorised officer from the Natural Resources Access Regulator (NRAR) on request.

Privacy statement

The personal information you provide on this form will be used and protected in accordance with the WaterNSW privacy policy. It is being collected by WaterNSW and will be used for purposes relating to your condition requirement to record and report your licensed water take in line with the applicable monitoring, recording, and reporting Water Management (General) Regulation 2025 clause(s).

WaterNSW will not disclose your personal information to anybody else unless authorised by law. You have the right to request access to, and correct details of, your personal information held by WaterNSW. Monitoring, recording, and reporting conditions applicable to water licences require some personal information in compliance with the relevant legislation and to provide you with our services. If you choose not to provide the requested information in this form, required for compliance with your licence conditions and to provide you with our services, you may not be able to take water as your licence may be suspended or cancelled, and, more generally, you may be in breach of the *Water Management Act 2000*. Further information regarding privacy can be obtained from our website at waternsw.com.au

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.

Section A: Authority holder details

A1 Authority holder name
A2 Mobile phone
A3 Email
A4 Work approval number e.g. 50CA000001
A5 Water access licence number under which water is taken e.g. 50AL000001
A6 Work type (e.g. regulator, pump, bore or spearpoint), water type (e.g. regulated, unregulated or groundwater) and description (e.g. pump (outlet mm) or bore (outer casing mm) size)
A7 Meter site ID and extraction site ID (ESID) if known
A8. Meter serial number
A9 Date water taken
A10 Time of confirmation
A11 Do you confirm that cease to take conditions <u>do not apply</u> and water may be taken? <input type="checkbox"/> Yes <input type="checkbox"/> No
A12 Method of confirmation e.g. visual observation at location of take or add flow rate or water level. If possible, keep records of supporting documentation e.g. photos or screenshots of website

A13 Record confirmation of any other specified matters before water is taken if required by the conditions on your approval or access licence

Section B: Signature of authority holder



The below must be signed by the authority holder who acknowledges that all information contained in this form is true and accurate.

Signature	Date
-----------	------

Need help?

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

165217/200325