

## Purpose of the Form

The application form is a document approved for use within the state of Queensland under the provisions of the *Water Act 2000*. Under this legislation, and only in areas where a regulation provides, the licensee of a water licence or the holder of an interim water allocation may apply to transfer all or part of the authority to take water so that the authority attaches to other land, whether in or outside Queensland. The Water Regulation 2002 provides the groundings for the transfer.

Unless otherwise indicated, all parts of the form should be completed. The department may require the applicant to give additional information and you will be contacted if this is the case.

Approval of this application does not authorise construction or installation of new works or any associated additional development. For example, if the point where the water will be taken changes with the subdivision, OR if additional works are proposed to be installed so that each of the new water entitlements have an individual development (ie. pump/bore) and there was only one development approval on the original water entitlement. Where required, an application must be made for a development permit under the *Integrated Planning Act 1997*. These forms are available from this department, your local government customer service office, or can be found on the Integrated Development Assessment System web site ([www.ipa.qld.gov.au](http://www.ipa.qld.gov.au)).

## PART A Original Interim Water Allocation Information

This part is used to specify the reference number of the original water entitlement proposed for subdivision. If the proposal is for more than one water entitlement to be subdivided, each one must be made as a separate application.

## PART B Applicant Details

For the purpose of this application, the ‘**applicant**’ refers to the individual(s) or the corporation applying to subdivide:

- a water licence, or
- an interim water allocation.

The applicant details part of this form must be completed as follows:

### Name

For one individual, clearly write in upper case the applicant’s full name as given names followed by surname.

For example:                PAUL JOHN SMITH

For two individuals, clearly write the full name of all individuals as given names followed by surname, both persons separated by a semi-colon.

For example:                PAUL JOHN SMITH; TINA ROSE JONES

## **PART B Applicant Details (Cont'd)**

For a number of individuals clearly write all the full names as given names followed by surname as a list, the full name of each person should be separated by a semi-colon.

For example:            PAUL JOHN SMITH; TINA ROSE JONES; LISA MARY  
                                 SMITH; PETER FREDRICK WATSON; etc.....  
                                 (for all persons owning the land on which the water is to be used)

Where the applicant is a corporation, write the complete name of the incorporated body.

For example:            PAUL JOHN SMITH PTY LTD

For incorporated associations, use the authorising officer's name.

For example:            PAUL SMITH ACTING UNDER THE AUTHORITY OF THE  
                                 BUNYA MOUNTAINS BRIDGE SOCIETY INC

For other legal entity names or bodies holding land under trust.

For example:            DIRECTOR-GENERAL, DEPARTMENT OF EDUCATION,  
                                 BILOELA STATE HIGH SCHOOL

### **Attention (Optional)**

If necessary, use this section to write the title of the position held by a person acting for the applicant. This information is usually only necessary for corporations or similar bodies.

For example:            THE MANAGING DIRECTOR

### **Mailing Address**

Information provided within these sections of the form will be used for the service of all official documents and any correspondence relating to the application. Enter the information as you would want it to appear on an envelope addressed to the applicant.

For example:            UNIT 3  
                                 12 SHORT STREET  
                                 ROCKHAMPTON QLD 4370

### **Contact Person's Details**

You should use this section to provide the department with the details of one nominated contact person. If required, information provided within these sections of the form will be used for personal or telephone contact about matters relevant to the application.

## **PART C Replacement Interim Water Allocation Information**

The first part of this section is used for the applicant to indicate the volumetric amount water intended to be retained on the replacement instrument(s). Provide a separate attachment if more than 1 replacement interim water allocation is being sought under the application.

The next part is used to describe the land to which the supplemented water is to be attached. Land is usually described as a Lot on a Plan and you will find these on the local government rates notice or a valuation notice. Separately list each parcel of land as Lot, Plan. For example:

<b>Lot</b>	<b>Plan</b>
13	RP134507
158	W314657

Provide a separate attachment if more than 3 parcels need to be listed on the application. To be able make a proper application, the applicant must also be the owner or owners of the parcels of land entered here. An owner of land is defined above in Part B of these guidelines.

## **PART D Source and Location of Water**

This part is used to specify what water is to be taken and to state the location from which water is to be taken. Where water is to be taken from a watercourse, lake or spring, tick the first box and write the name of the watercourse where indicated.

Tick the appropriate box if subartesian underground water is to be taken. It will assist the department if you can provide the geological name of the aquifer(s) from which the underground water is to be taken. If this information is not known to you at this time, then indicate the target depth you wish to drill to.

The applicant must also complete the Lot, Plan and Parish (if known) boxes to describe the land where the water will be taken from. In the case of a watercourse, channel or pipeline this will be the parcels of land owned by the applicant that are on or that adjoin the point from which the applicant wishes to take the water. In the case of underground water, this is the land directly above the aquifer, and may comprise more than one parcel of land.

A valid application can be made where the applicant does not own one or all of the land parcels from which the water is to be taken. However to allow the application to proceed, all the owners of land between the proposed point of taking the water and the applicant's land must agree in writing to give the applicant a registerable lease or easement over the owner's land for the purpose of taking the water and delivering it to the applicant's land. If they are required, these agreements should accompany your application.

The parcels of land should be described in the same manner as used in Part C above. Use the description of the nearest land parcel and tick the "Adjacent to" box where it is not obvious that the place or point from which the water is to be taken cannot properly be described by a "Lot on Plan" parcel description.

Applicants should, to the best of their ability, complete the sketch plan on the application, or alternately provide a cadastral map with the relevant features clearly marked.

## **PART E Comments**

This part is used where the applicant wishes to provide any further comments or information that may be of assistance in assessing this application. Refer to a separate attachment if insufficient space has been provided.

## **PART F Declaration**

All parties to the application must complete and sign the declaration. This means that all the owners should sign where the land described in Part C is held by a number of registered proprietors or lessee owners. All persons signing on behalf of a corporation must sign before a witness and provide their Australian Company Number (ACN).

Attach separate sheets if more than two signatures are required.

## **Use of this Information**

This information is collected under the authority of the *Water Act 2000* and the *Integrated Planning Act 1997* for the purpose of ensuring the sustainable management and efficient use of water and other resources. The instrument of the water authority will be placed on a publicly searchable register under section 1009 of the *Water Act 2000*.

## **Checklist**

The following checklist has been provided to assist you in completing this application. Ensuring that you have satisfied all of the following requirements will help avoid delays in the processing of your application.

- All parts of the form are completed (including the sketch plan)
- All parts of the form relating to Lot and Plan contain the correct real property descriptions. Failure to supply accurate details may render a subsequent licence invalid.
- The application form is signed by all parties.
- The prescribed fee is enclosed.