



Water Act 2000 – Form W2F163

ABN 51 242 471 577

Application for a water licence

Purpose of the form

This form is to be used to apply for a new water licence to take water and/or interfere with flow by impounding water by:

- an owner of land defined under section 104 of the *Water Act 2000*
- a prescribed entity under section 104 of the *Water Act 2000*
- a licensee applying for a volume of saved water in the Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017

To submit this form, save a digital copy and email as an attachment to WaterHub@rdmw.qld.gov.au.

Part A Applicant details

Specify the full names of all individuals or corporations making this application:

If the applicant is a corporation, supply the ACN:

Attention (optional) (e.g. Principal, Secretary, Managing Director, etc.):

Street address:

Mailing address (if same as street address write 'as above'):

Main contact for this application

The contact details provided will be used by the department for the purpose of communications under the *Water Act 2000*. The department may be required or authorised by legislation to disclose your information to other third parties.

Full name:

Preferred phone:

Alternative phone:

Email:

Privacy statement: Collection of information on this form is authorised by section 107 of the *Water Act 2000* and will be used by the department for the purpose of processing your application. The department may be required or authorised by legislation to disclose your information to other third parties. The information may be searchable, disclosed to and used by the public as allowed, authorised or required by legislation. A copy of your application and any supporting information may also be published on a Queensland Government website.

OFFICE USE ONLY	Application ref.	Fee received \$	Office Stamp Only
	Client ref.	Receipt no.	
	Authorisation ref.	Registration Date Initials / /	

Part A Applicant details (continued)	
All applicants must provide their contact details. If more space is required for all applicants to provide details, copy or print a blank version of this page.	
The contact details provided will be used by the department for the purpose of communications under the <i>Water Act 2000</i> . The department may be required or authorised by legislation to disclose your information to other third parties.	
Full name:	
If a corporation, supply the ACN:	
Street address:	
Mailing address (if same as street address write 'as above'):	
Preferred phone:	Alternative phone:
Email:	
The contact details provided will be used by the department for the purpose of communications under the <i>Water Act 2000</i> . The department may be required or authorised by legislation to disclose your information to other third parties.	
Full name:	
If a corporation, supply the ACN:	
Street address:	
Mailing address (if same as street address write 'as above'):	
Preferred phone:	Alternative phone:
Email:	
The contact details provided will be used by the department for the purpose of communications under the <i>Water Act 2000</i> . The department may be required or authorised by legislation to disclose your information to other third parties.	
Full name:	
If a corporation, supply the ACN:	
Street address:	
Mailing address (if same as street address write 'as above'):	
Preferred phone:	Alternative phone:
Email:	

Part B Water licence type																																									
<p>1. State the water licence type this application relates to.</p> <p><input type="checkbox"/> Licence to take water.</p> <p><input type="checkbox"/> Licence to interfere with the flow of water by impounding.</p> <p><input type="checkbox"/> Licence to take water and licence to interfere with the flow of water, if the take is from the storage created by the interference.</p>																																									
<p>2. Is the applicant a prescribed entity under section 104 of the <i>Water Act 2000</i>?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>																																									
<p>3. Is this application for a water licence to take 30% or more of the volume of saved water from a water bore and/or associated works located in the Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No (continue to Part C)</p> <p>If yes, the applicant must include sufficient information to assist with assessing this application. Applicants should refer to the attached guideline for details on information and evidence required with the application.</p> <p>Have you used, or intend to use, government funding to install the watertight delivery system or associated works?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Information submitted with this application should include:</p> <p><input type="checkbox"/> Information to allow the estimation of the volume of water saved from the water bore.</p> <p><input type="checkbox"/> Evidence of the bore or associated works being installed by the date required under the licence.</p> <p><input type="checkbox"/> Information about how the bore or associated works will be installed by the date required under the licence.</p> <p><input type="checkbox"/> Information about any previous works conducted on the bore through government programs (e.g. Great Artesian Basin Sustainability Initiative).</p> <p><input type="checkbox"/> If the application is for more than 30% of the volume of water saved, clear justification for the greater volume.</p>																																									
Part C Water licence details																																									
<p>1. Description of land (Complete only if application is for licence to take water. If applicant is a prescribed entity do not complete this question).</p> <p>Specify the lot and plan numbers for the land on which the water is to be used. This is the land to which the water licence would attach. Provide a separate attachment if more space is required.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 25%;">Lot</th> <th style="width: 25%;">Plan</th> <th style="width: 25%;">Lot</th> <th style="width: 25%;">Plan</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>						Lot	Plan	Lot	Plan																																
Lot	Plan	Lot	Plan																																						
<p>2. Source and location of taking the water</p> <p>Specify the source(s)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; vertical-align: top;"><input type="checkbox"/> Water in a watercourse, lake or spring</td> <td colspan="3" style="padding: 5px;">Name:</td> </tr> <tr> <td rowspan="3" style="vertical-align: top;"><input type="checkbox"/> Underground water</td> <td colspan="2" style="padding: 5px;">Aquifer name:</td> <td style="padding: 5px;">Depth:</td> </tr> <tr> <td colspan="2" style="padding: 5px;">Groundwater sub-area:</td> <td style="padding: 5px;">Depth:</td> </tr> <tr> <td colspan="2" style="padding: 5px;">Management zone:</td> <td style="padding: 5px;">Depth:</td> </tr> <tr> <td style="vertical-align: top;"><input type="checkbox"/> Overland flow</td> <td colspan="3" style="padding: 5px;">Catchment area:</td> </tr> </table> <p>Additional location details (e.g. zone) (if applicable):</p> <p>Specify the location from which water is to be taken. Describe the parcels on or adjoining the place from which the water is to be taken. If water is to be taken from a point on land within the bed and banks of the watercourse which cannot be properly described in terms of a Lot on Plan, enter the property description of the nearest adjacent land and tick the 'Adjacent to' box. Provide a separate attachment if more space is required.</p> <p>Attach a map showing the location of the activity. Include property boundaries, lot on plan descriptions, existing water facilities, and the location of the watercourse, lake, spring or aquifer.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 16.6%;">Lot</th> <th style="width: 16.6%;">Plan</th> <th style="width: 16.6%;">Adjacent to (✓)</th> <th style="width: 16.6%;">Lot</th> <th style="width: 16.6%;">Plan</th> <th style="width: 16.6%;">Adjacent to (✓)</th> </tr> <tr> <td> </td> <td> </td> <td style="text-align: center;"><input type="checkbox"/></td> <td> </td> <td> </td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td> </td> <td> </td> <td style="text-align: center;"><input type="checkbox"/></td> <td> </td> <td> </td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>						<input type="checkbox"/> Water in a watercourse, lake or spring	Name:			<input type="checkbox"/> Underground water	Aquifer name:		Depth:	Groundwater sub-area:		Depth:	Management zone:		Depth:	<input type="checkbox"/> Overland flow	Catchment area:			Lot	Plan	Adjacent to (✓)	Lot	Plan	Adjacent to (✓)			<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/> Water in a watercourse, lake or spring	Name:																																								
<input type="checkbox"/> Underground water	Aquifer name:		Depth:																																						
	Groundwater sub-area:		Depth:																																						
	Management zone:		Depth:																																						
<input type="checkbox"/> Overland flow	Catchment area:																																								
Lot	Plan	Adjacent to (✓)	Lot	Plan	Adjacent to (✓)																																				
		<input type="checkbox"/>			<input type="checkbox"/>																																				
		<input type="checkbox"/>			<input type="checkbox"/>																																				

Part C Water licence details (continued)**3. Water use**

Specify which of the purpose(s) below apply to the taking of water.

<input type="checkbox"/> Any <input type="checkbox"/> Agricultural <input type="checkbox"/> Aquaculture (attach proposal) <input type="checkbox"/> Domestic <input type="checkbox"/> Industrial (attach proposal) <input type="checkbox"/> Irrigation (complete the 'irrigation requirements' table in Part C question 4)	<input type="checkbox"/> Rural <input type="checkbox"/> Stock intensive (e.g. feedlot, piggery, dairy etc.) Stock type: Number of stock: <input type="checkbox"/> Stock watering <input type="checkbox"/> Water harvesting <input type="checkbox"/> Other (specify):
--	--

4. Water requirement

Irrigation requirements (complete only if 'irrigation' was ticked in water use).

	Crop type	Proposed area (hectares)	Maximum weekly application (mm)	Maximum monthly volume (ML)	Time of the year required (months)
Crop 1					
Crop 2					
Crop 3					

Water requirement (for all other purposes):

Megalitres per (tick appropriate box) ☐ day ☐ week ☐ month**5. Amount of water** (complete this section only if application is for a licence to take water)

Only complete if dealing relates to licence to take.

Amount of water to be taken _____ ☐ Annual volume (Megalitres) OR ☐ Maximum area (hectares)Maximum rate of take _____ ☐ Litres per second OR ☐ Megalitres per day**6. Impounding requirement** (complete this section only if application is to interfere with flow by impounding)

Specify the requirements for storing the impounded water

a) Embankment or wall

Maximum height of water to be impounded above bed level when full (see 'A' on sketch)

Metres

Crest height above bed level (see 'B' on sketch)

Metres

Capacity of impoundment when full

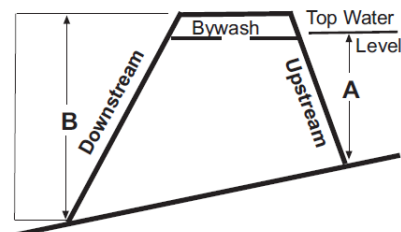
Megalitres

Distance of impoundment water back up when full

Metres

Distance across impoundment at the widest point

Metres

**b) Excavation**

Top dimensions

Width

Metres

Length

Metres

Base dimensions

Width

Metres

Length

Metres

Depth of excavation

Metres

Capacity of excavation

Megalitres

c) Reason for impoundment

Describe in general terms the reason for the proposed impoundment.

Part D Comments	
Provide any further comments or information that may be of assistance in assessing this application. Attach additional information to your application as required.	
Part E Declaration	
All applicants listed in Part A need to complete and sign this declaration.	
If more signature space is required, copy or print a blank copy of this page, complete and attach.	
I/We declare that the information in the application and materials submitted in support is true and correct.	
Individual	
Name:	Name:
Electronic signature <input type="checkbox"/> By ticking this box you consent to the use of an electronic signature to submit this form*. *By submitting this form using your email address nominated in Part A of this form, you will have provided an electronic signature. If you do not wish to use an electronic signature, you must sign the form in the space provided below.	Electronic signature <input type="checkbox"/> By ticking this box you consent to the use of an electronic signature to submit this form*. *By submitting this form using your email address nominated in Part A of this form, you will have provided an electronic signature. If you do not wish to use an electronic signature, you must sign the form in the space provided below.
Date:	Date:
Manual signature (optional):	Manual signature (optional):
Name:	Name:
Electronic signature <input type="checkbox"/> By ticking this box you consent to the use of an electronic signature to submit this form*. *By submitting this form using your email address nominated in Part A of this form, you will have provided an electronic signature. If you do not wish to use an electronic signature, you must sign the form in the space provided below.	Electronic signature <input type="checkbox"/> By ticking this box you consent to the use of an electronic signature to submit this form*. *By submitting this form using your email address nominated in Part A of this form, you will have provided an electronic signature. If you do not wish to use an electronic signature, you must sign the form in the space provided below.
Date:	Date:
Manual signature (optional):	Manual signature (optional):
Corporation Executed for and on behalf of	
Organisation name:	
ACN:	
By (name):	By (name):
Position:	Position:
Electronic signature <input type="checkbox"/> By ticking this box you consent to the use of an electronic signature to submit this form*. *By submitting this form using your email address nominated in Part A of this form, you will have provided an electronic signature. If you do not wish to use an electronic signature, you must sign the form in the space provided below.	Electronic signature <input type="checkbox"/> By ticking this box you consent to the use of an electronic signature to submit this form*. *By submitting this form using your email address nominated in Part A of this form, you will have provided an electronic signature. If you do not wish to use an electronic signature, you must sign the form in the space provided below.
Date:	Date:
Manual signature (optional):	Manual signature (optional):



Guidelines for Application for a water licence

Purpose of form

The application form is a document approved for use within the state of Queensland under the provisions of the *Water Act 2000* (Water Act). Under this legislation, this department's chief executive may grant water licences for taking water and/or interfering with the flow of water. A water licence is required to be granted before commencing any activity which would result in water being taken or interfered with for the first time.

This form is used where the applicant wishes to:

- take and use water from either a watercourse, lake or spring on or adjoining land; or from an aquifer under any land; or (in certain defined areas) water which flows across any land
- interfere with the flow of water by impounding water in a watercourse, lake or spring on or adjoining the applicant's land
- take and use water from either a watercourse, lake or spring on or adjoining land and to interfere with the flow of water, if the take is from the storage created by the interference
- take and use water from water saved from doing bore works if located in the Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017.

Unless otherwise indicated, all parts of the form should be completed. In order to properly meet the provisions under the *Water Act 2000*, the department may require the applicant to provide additional information about the application. A property inspection may also be undertaken as part of the assessment process. You will be contacted by the department if this is the case.

The applicant should contact their local departmental business centre if they have any questions relating to this requirement or any other legislative questions or additional details that may be required before submitting the application.

It is the responsibility of the applicant(s) to ensure they have the necessary approvals to gain access to water authorised under their water licence. For example, an agreement from all intervening land owners to enter into a Registered Lease or Easement where the application is for taking or supplying water with respect to land that is not owned by the applicant.

The form is not used where the activity will solely result in interference that will divert the course of flow. Interference of this nature will usually require a water licence, but application is made on a different approved form.

Approval of this application does not authorise construction or installation of new works or any associated development. Further information relating to the assessment and approvals of works to take or interfere with water can be accessed at www.business.qld.gov.au

Part A Applicant details

The applicant must either be:

- the owner(s) of the parcels of land entered in Part C (1) description of land of the form. An 'owner' of land is defined by section 104 of the Water Act,
- a prescribed entity under section 104 of the Water Act
- a licensee of a water licence located in the Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017.

For each individual or corporation, clearly write in upper case the full applicant's name. If there are multiple individuals, the full name of each person is to be separated by a semi-colon. The full name for an individual is to include given names followed by surname and for a corporation required the name of the incorporated body.

Part B Water licence type

1. State the water licence type this application relates to:

- for taking water and using the water on any of the attached land.
- to interfere with the flow of water on, under or adjoining any of the land.
- for both taking and using water and interfering with the flow of water if the take is from the storage created by the interference.

Part B Water licence type (continued)

2. An entity under section 104 of the *Water Act 2000* can apply for a water licence not attaching to land.

Entities may apply for a water licence for taking water and/or interfering with the flow of water that do not attach to land. An entity is not required to complete Part C question 1 Description of land details.

3. The Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017 provides for the potential granting of water licences for a portion of water saved from the undertaking of bore works, such as making a bore controlled, as required under a licence.

For an application to take water saved from doing bore and piping works, the application must be accompanied by sufficient information to assist with assessing the application.

If any government funding has been received to install a watertight delivery system or carry out associated works the applicant is not eligible to apply for a water licence for water saved from bore works.

Maps – Maps outlining:

- bore locations and network
- new piping distribution network
- decommissioned and existing bore drains
- property boundaries
- stock numbers or carrying capacity in each paddock that is watered.

Tax invoices – Tax invoices from the work as evidence the work has been carried out. These may include invoices for:

- materials used (e.g. pipes, etc)
- contractor fees for installation of works
- other specifically detailed expenditure related to the works.

Photographs – Photos of bores taken **before installation** has begun and **after completion** of the works.

Photographs showing the installation of works may also assist as evidence works have been completed.

Flow report – Flow test report from a test conducted before the works began and plans of the proposed piping design. Contact your local departmental office to discuss the currency of your flow test and piping requirements.

Water bore drilling log – A copy of the water bore drilling log(s) must be provided with the application. This should also include details of cementing undertaken for the bore.

Previous bore works – Information about any previous works on the bore conducted through government programs. This should include the date the works were carried out, the water savings attributed to the works and the flow rate at the time the works were conducted. Previous government programs may include:

- Great Artesian Basin Rehabilitation Project
- Bore Drain Replacement Project (South West Strategy)
- Bore Drain Replacement Project (Drought Regional Initiative)
- Bore Drain Replacement Project (Outside the South West Strategy)
- Great Artesian Basin Sustainability Initiative (GABSI).

Volume greater than 30% – if the applicant wishes to apply for a volume on the water licence greater than 30% of the water saved from water bore and/or associated works, the applicant must provide a clear justification of why they believe a volume greater than 30% should be granted. Possible reasons for a volume greater than 30% may include:

- cost recovery for associated works
- social factors such as previous works to cap bores without an incentive.

This does not limit reasons that may be considered by the department in granting a licence with a volume greater than 30%. If you believe you should be granted a greater volume, you should contact your local departmental office to discuss what information you should provide.

Part C Water licence details

This part is used to specify the details of the water licence being applied for.

1. Description of land

Complete this section only if application is for licence to take water. If applicant is an entity do not complete this section.

This part is used to describe the land on which the water is to be used. All the land parcels where the water is to be used are to be included. 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.

2. Source and location of taking the water

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 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.

In certain areas of Queensland the taking and/or interfering with water that flows across land other than in a watercourse may be subject to the making of an application for a water licence. Tick the 'Overland Flow' box if your application falls into this category.

Describe the land where the water will be taken from and may comprise more than one parcel of land. In the case of a watercourse, lake, spring or overland flow this will be the parcels of land 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.

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.

3. Water use

Use the appropriate tick box(s) to indicate which of the purposes listed will apply to the proposed taking of water. More than one box may be ticked.

Industrial users, or other applicants who may need to have special factors considered as part of the application, should attach specific details of the proposal (such as a project plan) which will be used to assist the department in assessing the application.

4. Water requirement

The information provided in this part is used to generally assess the impact of the proposed scheme.

Irrigators should describe the water requirement of the crop(s) which is to be provided by taking the water required under this application. Other water users should provide the volume and frequency (per day, week, or year) at which the water required under this application is proposed to be taken. As mentioned specific details of the proposal (such as a project plan) may be required to assist the department in assessing the application.

5. Amount of water

Complete this section only if application is for a licence to take water.

Indicate in megalitres or hectares the amount of nominal entitlement to be given to the proposed water licence. Also indicate the maximum rate of take either in litres per second or megalitres per day.

6. Impounding requirement

Complete this section only if the application is to interfere with flow by impounding.

Specify the requirements for storing the impounded water. Provide the dimensions for the proposed embankment or wall or excavation and reason for impoundment.

Part D 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.

Fees and charges

The prescribed fee payable at the time of application is changed each year with the consumer price index (CPI) which takes effect from 1 July each year. If submitting an application immediately following 1 July contact your nearest departmental office to obtain details of the current fees.

Lodgement

To submit this form, save a digital copy and email as an attachment to WaterHub@rdmw.qld.gov.au.

Checklist

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

- ☐ All parts of the form are completed
- ☐ All parts of the form relating to lot and plan contain the correct real property descriptions
- ☐ The application includes sufficient information to support criteria to assess the application
- ☐ The application form is signed by all parties
- ☐ The prescribed fee is paid