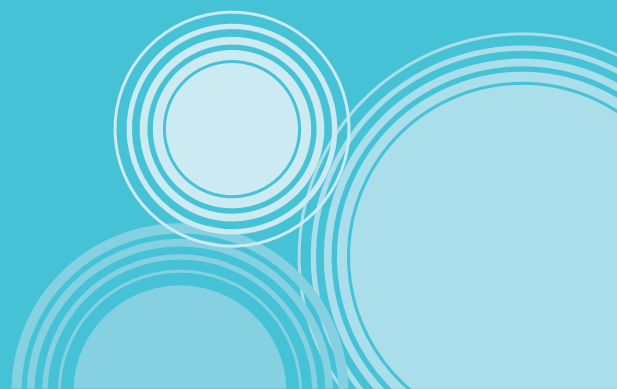




# Water Entitlement

## Re-application form

Water Act 1989 Sections 51 and 67



PLEASE RETURN TO

Melbourne Water Corporation  
GPO Box 4342  
MELBOURNE VIC 3001

If you require assistance with completing this application please contact  
Melbourne Water on 13 17 22

# Checklist

This checklist is provided for customers to self-assess that they have provided all required information to enable the application to be processed. It is recommended that you check off each of the items listed.

If the application is incomplete it will be returned and will not be considered lodged with Melbourne Water.

Office Use Only	Provided/ Complete	<b>Applicants name:</b> .....
<input type="checkbox"/>	<input type="checkbox"/>	The Application Form has been completed, signed, and is attached.
<input type="checkbox"/>	<input type="checkbox"/>	A copy of the current Certificate of Title/s (Registered Search Statement & plan) produced within the last three months.  (A copy of title (Registered Search Statement) can be obtained from the titles office via the internet at <a href="http://www.land.vic.gov.au">www.land.vic.gov.au</a> )
<input type="checkbox"/>	<input type="checkbox"/>	If the applicant is a Company, a copy of the current company extract (not more than three months old) ** A copy of your Company extract can be obtained from your solicitor or via the internet at <a href="http://www.asic.gov.au">www.asic.gov.au</a>
<input type="checkbox"/>	<input type="checkbox"/>	If the applicant is not the owner of the property, evidence that shows that the applicant is the legal occupier of the land (lease agreement etc.)
<input type="checkbox"/>	<input type="checkbox"/>	If applicable, written permission from landowner where pumps/pipelines or other associated works are situated (ie crown land, council or neighbors)
<input type="checkbox"/>	<input type="checkbox"/>	<u>Site Plan</u> detailing: (1) Property. (2) Area. (3) Source of supply. (4) Location of pump site/s. (5) Allotments between source of supply and the property. (6) Allotment numbers of the property. (7) Existing Native Vegetation/Tree Cover. (8) Any dams. (9) Other general features
<input type="checkbox"/>	<input type="checkbox"/>	If applicable, Works Licence application attached for new or modified works
<input type="checkbox"/>	<input type="checkbox"/>	Photos of the works area, extraction point/s and storages.
<input type="checkbox"/>	<input type="checkbox"/>	Payment of the relevant Application Fees
<input type="checkbox"/>	<input type="checkbox"/>	Payment Form detailing method of payment completed and attached

## **Privacy Statement**

Melbourne Water respects the privacy of your personal information and we collect and handle it in accordance with the *Privacy and Data Protection Act 2014* (Vic).

When you apply for a diversion licence, we require you to provide your name and contact details, the address of the specified land and other particulars of the licence, in accordance with Part 4B of the *Water Act 1989* and for the purpose of processing your application. We may be unable to process your application if your information is incomplete.

If your licence is approved, this information will be available to Melbourne Water staff and its agents and contractors to the extent necessary to administer and communicate with you about your licence. Subject to other laws, your information will be included in, and publicly available through, the Victorian Water Register ([www.waterregister.vic.gov.au](http://www.waterregister.vic.gov.au)), in accordance with Part 4B of the *Water Act 1989*. The register is administered by the Victorian Department of Environment, Land, Water and Planning.

We may also share your name and contact details with contractors for the purpose of customer experience research. De-identified information about your licence will be used for statistical water information.

To access your personal information, contact Melbourne Water's Privacy Advisor by:

- telephone: [131 722](tel:131722)
- email: [enquiry@melbournewater.com.au](mailto:enquiry@melbournewater.com.au)

Our [Privacy Policy](#) is available on our website or by [contacting us](#).

# Referrals & other approvals

## Aboriginal cultural heritage

Aboriginal places and objects can be found all over Victoria and are often near rivers, lakes, swamps and the coast. Aboriginal places and objects can also be found on private property. Aboriginal Affairs Victoria (AAV) works in partnership with landowners, land managers and Aboriginal communities to record, protect and manage these places and objects.

The Aboriginal Heritage Act 2006 requires that the discovery of Aboriginal cultural heritage places or objects on any public or private land in Victoria be reported to Aboriginal Affairs Victoria.

Landowners who suspect a discovery of cultural heritage on their land can find out what to do by visiting the webpage [www.dpcd.vic.gov.au/indigenous/aboriginal-cultural-heritage/information-for-landowners](http://www.dpcd.vic.gov.au/indigenous/aboriginal-cultural-heritage/information-for-landowners).

The relevant Registered Aboriginal Parties must be contacted prior to the commencement of works on crown land to determine the existence of any aboriginal place objects and archaeological sites. For more information on the relevant contact please visit [www.dpcd.vic.gov.au/indigenous/aboriginal-cultural-heritage/registered-aboriginal-parties](http://www.dpcd.vic.gov.au/indigenous/aboriginal-cultural-heritage/registered-aboriginal-parties).

## Crown land and other parties land

In many places throughout Victoria, waterways and drains are located within crown reserves.

These pieces of land are normally managed by the Department of Environment and Primary Industries but may be occupied or leased by other parties. In cases where the Applicant proposes to occupy or cross crown land with their works or pipelines then the Applicant must provide demonstrated evidence that they have, or will obtain, the relevant permission from the land manager.

In the case of crown land a Water Frontage or Crown Land Occupation Licence may be required from the Department of Environment and Primary Industries.

Contact:  
Senior Land Use Planner,  
Crown Land Management - Port Phillip Region,  
P O Box 500,  
East Melbourne VIC 8002

or

Telephone: 9637 8000.

Similarly applicants must be able to demonstrate the relevant consent of any third party or agency on whose land the pump or associated works are, or will be, located.



Existing Take & Use Licence No. BEE

0

Volume being re-applied for \_\_\_\_\_ Mega Litres (ML)

Melbourne Water File Ref: / /

## 1. Applicant Details

### 1.1 Name of licence holder

Please complete one of the options below. This must be the same name(s) that appear on the current licence. (Note: the current licence holder is referred to as the seller in this form)

#### Option 1 Please print in block letters

1. Title: (eg Mr, Mrs, Ms, Miss, Dr) \_\_\_\_\_

Given Names: \_\_\_\_\_

Surname: \_\_\_\_\_

2. Title: (eg Mr, Mrs, Ms, Miss, Dr) \_\_\_\_\_

Given Names: \_\_\_\_\_

Surname: \_\_\_\_\_

If more than two individual licensees please attach a separate page, listing all parties & signatures. All parties must sign Section 3 on this page.

#### Option 2

Company / Business/ Trading Name: \_\_\_\_\_

Company Contact Person: \_\_\_\_\_

Position held within Company  
(e.g. Director / Secretary): \_\_\_\_\_

### 1.2 Contact Details of Licence Holder(s)

Please complete the contact details for the current Licence Holder.

Postal Address : \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Mobile: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

### 1.3 Signature(s) and Declaration of Licence Holder(s)

The information is used for the purpose of maintaining the water register and for the provision of statistical water market information. Most of the information in the water register is available to the public either on-line or through formal Freedom of Information requests.

If there are additional applicants please complete annexure 6 – multiple signatories, found on the website.

*I/we the undersigned certify that the information provided in this application is true and correct.*

*I/we understand that this information may be referred to other organisations and/or advertised as part of the application and assessment process or released if reasonably required by government business, requested by lawful orders, or in the public interest; particularly in regard to open disclosure of generally collected water entitlements.*

Seller's signature: \_\_\_\_\_ Date: / /

Please Print name: \_\_\_\_\_

PLEASE NOTE POSITION WITHIN COMPANY IF APPLICABLE (E.G. DIRECTOR / SECRETARY)

Seller's signature: \_\_\_\_\_ Date: / /

Please Print name: \_\_\_\_\_

PLEASE NOTE POSITION WITHIN COMPANY IF APPLICABLE (E.G. DIRECTOR / SECRETARY)

*If the applicant(s) is a company, a copy of the current company extract (not more than 3 months old) must be supplied with this application. The company must sign the application in accordance with the Corporations Act 2001. Under that Act, a company may execute a document without a common seal if the document is signed by two directors of the company, or a director and a company secretary of the company. Melbourne Water will not accept liability if this form is signed by a person who is not authorised to do so.*

## 2 Additional Details

### 2.1 Licence details

**Type of Licence** (Please select one option)

All Year Round Pumping Licence

Winterfill Licence (Please specify)

On-stream storage

Off-stream storage:

**Name of Waterway** (i.e. Woori Yallock Ck): \_\_\_\_\_

**Method of taking** (select one)

Direct extraction from waterway / drain.

Direct extraction from an on-waterway storage dam.

Extraction from a waterway / drain to fill an off-waterway storage dam / tank.

Extraction with full return to waterway (Non-consumptive use).

### 2.2 Proposed use of traded water

Tick all that apply:

Domestic / Residential Supply – No. of Houses to be serviced: \_\_\_\_\_ Garden Area: \_\_\_\_\_ Ha

Stock Watering - No. of Stock \_\_\_\_\_ Type of Stock \_\_\_\_\_

Irrigation of: \_\_\_\_\_ Irrigated area: \_\_\_\_\_ Ha  
(e.g. Vineyard(s), sports oval(s), orchard, strawberries)

Power generation

Other: \_\_\_\_\_

Industrial / commercial use \_\_\_\_\_  
(Please specify)

(Please specify)

### 2.3 Property where water is to be used

(i) Attach a copy of the Land Title for each property issued by the Titles Office and not more than 3 months old

(ii) All Volume and Folio Numbers must be provided for each title where works will be situated or water will be used:

Property Address: \_\_\_\_\_

Lot number(s)	Plan number(s) (LP / PS / TP)	Volume	Folio
a)		a) Volume:	Folio:
b)		b) Volume:	Folio:
c)		c) Volume:	Folio:
d)		d) Volume:	Folio:
Crown Allotment(s)	Section(s)	Parish	
a)			a) Volume: Folio:
b)			b) Volume: Folio:

## 2.4 Pump Details

Provide below the general information for your pump and offtake works. If the works are new or modified you need to complete a Works Licence Application form.

**\*\* If more than one pump, attach photocopy of page, mark as Pump 2 and attach to application**

Is the pump: <input type="checkbox"/> Existing or <input type="checkbox"/> Proposed (tick one)			
<b>Engine Type:</b> <input type="checkbox"/> Electric <input type="checkbox"/> Diesel <input type="checkbox"/> Petrol		<b>Engine Output:</b> _____ KW / HP	
Pump Manufacturer: _____		Suction size (mm)	Maximum flow rate: Litres / Hour
Pump Model: _____		Delivery size (mm)	Daily Extraction Rate (ML): ML / Day
Serial No. (if available): _____			
Location Description: (eg. Crown reserve at rear 123 Smith St Launching Place)			

## 2.5 Storage Details

Provide below the general information for any dam or storage works. If the works are new or modified, you may need to complete a Works Licence Application form.

Is the dam or water storage: <input type="checkbox"/> Existing or <input type="checkbox"/> Proposed (tick one)	
<b>Type of storage:</b>	
<input type="checkbox"/> Dam / Lake <input type="checkbox"/> Natural or <input type="checkbox"/> Constructed Surface area: _____ m <sup>2</sup> Max Wall height: _____ m Capacity: _____ ML	<input type="checkbox"/> Tank <input type="checkbox"/> Above Ground or <input type="checkbox"/> Below Ground <input type="checkbox"/> Concrete <input type="checkbox"/> Plastic <input type="checkbox"/> Fibreglass Other: _____ Dimensions (l x w x h): _____ Capacity: _____ ML
Total Storage Capacity Available: _____ ML	
Location Description: (ie NE corner of 123 Smith St, Yarra Junction)	

## 2.7 Additional Water Sources (if applicable)

Please provide details of any additional water sources proposed or existing that will be used in conjunction with the surface water licence:

<input type="checkbox"/> Roof run-off	_____ ML	<input type="checkbox"/> Groundwater	_____ ML	BEE No.:	_____
<input type="checkbox"/> Potable / Town Water	ML	<input type="checkbox"/> Surface water	ML.	BEE No.:	

## 2.8 Plan of Site

Please provide a detailed site plan and attach it to the application.

Plan must include:

- (1)** Property.
- (2)** Area.
- (3)** Source of supply.
- (4)** Location of pump site/s.
- (5)** Allotments between source of supply and the property.
- (6)** Allotment numbers of the property.
- (7)** Existing Native Vegetation/Tree Cover.
- (8)** Any dams
- (9)** Other general features.



