



## Application for a 5C licence to take surface water

### Application for a licence under Section 5C of the *Rights in Water and Irrigation Act 1914*

**Please note:**

- This is a paper application. Alternatively, applications can be completed and submitted online at <https://online.water.wa.gov.au/>
- All fields applicable to your application type must be completed and are to be written clearly in block letters.
- If there is insufficient room please use a separate piece of paper.
- Submission of this form is an application only and is subject to assessment by a licensing officer.
- Incomplete applications will be returned.
- Please refer to the checklist located at the rear of the form when completing this application.
- If more than one name is on the licence, all persons must sign this and future forms

#### Part 1: Application

**Renewals**

A renewal of an existing licence is where there are no changes to allocation, usage, properties or conditions.

**Amendment**

If changes are required to the existing usage, allocation, properties or conditions select the 'amend an existing licence' option.

#### Application to take surface water under Section 5C

- New licence to take surface water
- Amend an existing licence to take surface water
- Renew an existing licence to take surface water

Current licence number

#### Part 2: Applicant(s) details

The applicant's full name is the name that will appear on the licence. Do not use initials unless they form part of the legal entity's name. Include all names to appear on the licence.

Provide the legal name registered under the ABN or ACN.

A water service provider is any person providing water, sewerage, drainage or irrigation services in Western Australia.

Applicant(s) full name	<input style="width: 100%;" type="text"/>
Contact name (if different from above)	<input style="width: 100%;" type="text"/>
ABN/ACN (if applicable)	<input style="width: 100%;" type="text"/>
Postal address (PO Box if applicable)	<input style="width: 100%;" type="text"/>
Property address (if different from above)	<input style="width: 100%;" type="text"/>
Telephone	Fax
Mobile	<input style="width: 100%;" type="text"/>
Email	<input style="width: 100%;" type="text"/>
Are you a water service provider?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, provide the licence number <input style="width: 80px;" type="text"/>
Water service provider name	<input style="width: 100%;" type="text"/>

#### Part 3: Application details

Which of the following categories match your application? (tick all relevant categories)

Draw water from a:  New Dam  Existing Dam  Watercourse Other (please specify)

Is the dam  On-stream  Off-stream

Other

If you are altering the watercourse or bed and banks a permit is required.

Have you submitted a form 3P? Yes  No

Is this application related to mining or public water supply purposes?  Yes  No  
Licences associated with mining and public water supply purposes are subject to fees.

Details of petroleum or geothermal title(s) (if applicable)

Petroleum pipeline licence number (if applicable)

## Part 4: Property from which water to be taken

Applications to amend an existing Section 5C licence are required to complete this section only if the property details have changed.

Legal land description(s) for properties should be provided as they appear on the Certificate of Title (e.g. Lot 75 on plan 14797).

Legal land descriptions for mining tenements should be provided as they appear on TENGRAPH.

OR

Property  
Area of property  
GPS Coordinates  
Mine name  
Mining tenement numbers  
Mining field

Property		
Area of property		ha
Easting	Northing	Zone

If the property where the water is to be used is different from above please provide detail below:

OR

Property  
Area of property  
GPS Coordinates  
Mine name  
Mining tenement numbers  
Mining field

Property		
Area of property		ha
Easting	Northing	Zone

## Part 5: Legal access

Applications to amend an existing Section 5C licence are only required to complete this section if the property details have changed.

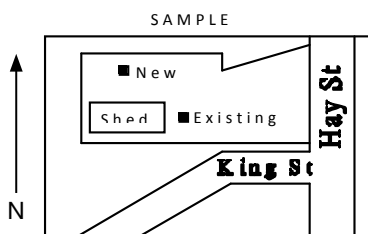
What is the nature of your access to the land on which the water is located?

- Own the land     
  Mining tenement     
  Lease the land from the Crown  
 Approval of landholder to use land  
 (attach copy of landholder's written approval and the term of the lease)  
 Negotiating to purchase or lease the land  
 (provide copy of contract of sale/lease or owner's name and anticipated date of completion of sale/lease)

Name  Date

- Other (please specify)

## Part 6: Location Plan



In the adjacent box, please complete a sketch of the property including the following features;

- location of all wetlands/watercourses etc
- any major improvements (house, sheds etc)
- proposed and existing crop areas/areas of irrigation

For mining leases, please include a tenement map showing location within W.A. and MGA co-ordinates of drawpoints.

**Part 7: Details of water use**

Please note: Complete only those sections relevant to your application. If insufficient room please attach on a separate piece of paper. Applications for a 5C renewal are not required to complete this section. Applicants applying to amend a Section 5C licence are only required to complete this section where the usages and entitlement set out on the existing licence have changed.

Where is the water to be used?

Tick all that apply

- House
- Industrial
- Mining
- Other
- Garden/lawn
- Horticultural
- Aquaculture
- Fire fighting
- Stock watering

1 acre is equal to 0.4 ha

1 kL = 1000 litres

Area (for garden / lawn or other use)

ha
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Irrigation use:  
Planting density (number of plants per hectare e.g. for orchards, tree farms, etc.)

Irrigation method (e.g. sprinkler, trickle, butterfly sprinkler).

Irrigation use - specify each crop type (ie carrots, apples)	Planting density (per ha) if applicable	Irrigation method	Usage area (ha)	Estimated annual quantity (kL) if known
<b>Total</b>				

Stock use:  
Stock type (e.g. sheep, horses)  
Describe operation (e.g. meat production, breeders, agistment).  
Intensive means conditions in which the cattle or stock are confined to an area smaller than that required for grazing under normal conditions and are usually fed by hand or by mechanical means

Specify each stock type & description of operation (e.g. sheep, cattle, feedlot meat production)	Average No of stock (Yr)	Intensive operation (Y/N)	Estimated annual quantity (kL) if known
<b>Total</b>			

Aquaculture use:  
Aquaculture type (e.g. yabbies, marron, fish etc).

Details of pond dimensions, holding facilities, evaporation, seepage and discharge must be supplied.

Aquaculture use – specify each type of operation	Plan of operation details attached (Y/N)	No of times ponds emptied per year	Estimated annual quantity (kL) if known
<b>Total</b>			

Other water use:  
Other water usages include firefighting, road verge watering, bottling, public water supply, road construction, ablutions, public open spaces, recreations reserves, non-mining dewatering.

Other water usage – specify individual usage	Usage area (ha)	Estimated annual quantity (kL) if known

Mining or industrial use:  
Specify each water usage e.g. processing, dewatering, dust suppression, camp purposes, rehabilitation, care and maintenance.

Mining or industrial use - water usage	Estimated annual quantity (kL) if known	Salinity per use (TDS)

Is your water use:  Ongoing  
 Temporary

If temporary provide proposed time frame:

yrs
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### Part 8: Resources

Do you have the resources (including financial) to undertake the proposed activities in relation to the licence?

Yes  No

If no, what steps are you taking to address this?


Please indicate time frame:

### Part 9: Other approvals

Have you applied or do you intend to apply for approvals under the *Environmental Protection Act 1986*?

No  
 Yes

This includes:

Registration of premises, Works approval,  
Licence to discharge to the environment, or  
Permit to clear native vegetation

Please give details:


Part 10: Signature or seal of applicant(s)

All persons to be named on the licence must provide their signature.

By signing this form you are declaring that the statements on this form are true and correct

Date \_\_\_\_\_

I \_\_\_\_\_ (name of applicant/s in block letters)

apply for a licence under the *Rights in Water and Irrigation Act 1914*.

Signature of applicant or person duly authorised to sign on behalf of the applicant

Common seal or company seal was hereby affixed in the presence of

OR

Name

Signature of applicant or person duly authorised to sign on behalf of the applicant

Position/title

Please retain a copy of this form for your records

## Important information

This application for a licence will not be accepted unless all required information in this form has been provided. Please use the attached checklists to ensure you have supplied all required documentation. This includes signatures of all persons to be named on the licence.

Delays caused by the return of an application may result in water not being available when the completed application is re-submitted.

## Checklist

### Part 1: Application

At least one of the three boxes at the top of the form must be ticked.

### Part 2: Applicant details

Name of individual(s), company or water service provider must be indicated.

If a company/association, the ABN or ACN number and contact person must be supplied.

Postal address must be completed.

### Part 3: Application details

Categories that match your application (at least one box must be ticked).

### Part 4: Property from where water is to be taken

Property details or mining tenement details where water is to be taken, must be supplied.

### Part 5: Legal access

Proof of legal access must be supplied. See over page for details of required attachments

### Part 6: Location Plan

A detailed location plan as described on the form, must be drawn in the box provided or attached.

For mining tenements a map showing tenement numbers must be provided.

### Part 7: Details of water use

All non-commercial use, commercial use, mining/industrial use and other water uses must be described with as much detail as possible.

At least one of the water use options must be completed for 5C licence applications

### Part 8: Resources

At least one of the boxes in Part 8 must be ticked.

If the answer is 'No', outline the steps which are being taken to address this.

### Part 9: Other approvals

One of the boxes in Part 9 must be ticked.

### Part 10: Signature or seal of applicant(s)

The name(s) and signature(s) of each applicant, or signature of a person duly authorised to act on behalf of each applicant is mandatory.

OR

Common Seal or Company Seal accompanied by the signature of an authorised person.

## Attachments to support application

### Demonstrate legal access to the land where water is to be taken

#### Applicant owns the land

In the instance when an applicant owns the land the Department of Water and Environmental Regulation will confirm your Title to the land.

#### Applicant does not own the land (e.g. crown land, road reserve, mining tenement)

- **Applicant leases land from the Crown**  
Copy of lease document registered under Transfer of Land Act where the crown land has been leased (e.g. pastoral lease) must be attached.

- **Applicant uses reserved crown land**

A crown reserve register extract

OR

A copy of management order.

Please note: it must be clear from each of these two documents that the reserve has been vested in the agency that is applying for a licence and that the purpose of the reserve is compatible with a licence, e.g. a reserve for conservation is not compatible with an application for irrigation on the reserve.

- Applicant uses road reserves on crown land   
The applicant must provide both of the following:  
Letter granting access to road reserve for the purposes of the licence.  
**and**  
Letter from local government authority granting access to road reserve for the purposes of the licence.

Please note: Permission from Department of Planning Lands and Heritage should refer to the road reserve number and the plan on which the road reserve is drawn. Where the road reserve is very long and only a specific portion is relevant to the licence, this portion should be described by reference to the land adjacent to that section of the road reserve.

- **Applicant has the approval of the land holder to use the land to which the licence relates**   
A lease contract or the land owner's written agreement to land use arrangement or other relevant documentation.  
The lease contract or agreement must:
  - include permission to be on land.
  - include permission to do the things authorised by the licence.
  - be likely to have effect for a sufficient period to enable the licence concerned to operate

#### Other documentation required if applicable

- A detailed development timetable must be attached for commercial developments.
- For commercial aquaculture operations, details of pond dimensions, holding facilities, evaporation, see page and discharge details must be attached if insufficient room on form.
- For mining leases, a tenement map showing the location within Western Australia and the MGA co-ordinates must be attached.
- Details continued on separate sheets must be attached.
- Proof of agents authority (if applicable).

#### Where and how to submit this form

This form can be submitted by fax, post or in person to the appropriate Department of Water and Environmental Regulation regional office. For assistance in completing this form contact your regional office.

#### Swan Avon region

**Victoria Park regional office**  
7 Ellam Street  
Victoria Park WA 6100  
Ph: 08 6250 8000 Fax: 08 6250 8050  
Email: [ellamreception@dwer.wa.gov.au](mailto:ellamreception@dwer.wa.gov.au)

**Warren Blackwood district office**  
52 Bath Street  
Manjimup WA 6258  
PO Box 261  
Bunbury WA 6231  
Ph: 08 9726 4111 Fax: 08 9726 4100  
Email: [bunbury.admin@dwer.wa.gov.au](mailto:bunbury.admin@dwer.wa.gov.au)

**Kununurra regional office**  
27 Victoria Highway  
PO Box 625  
Kununurra WA 6743  
Ph: 08 9166 4100 Fax: 08 9168 3174  
Email: [kunadmin@dwer.wa.gov.au](mailto:kunadmin@dwer.wa.gov.au)

#### Kwinana Peel region

**Kwinana Peel regional office**  
107 Breakwater Parade  
Mandurah Ocean Marina  
PO Box 332  
Mandurah WA 6210  
Ph: 08 9550 4222 Fax: 08 9581 4560  
Email: [peel@dwer.wa.gov.au](mailto:peel@dwer.wa.gov.au)

#### Mid West Gascoyne region

**Geraldton regional office**  
20 Gregory Street  
Geraldton WA 6530  
PO Box 73  
Geraldton WA 6531  
Ph: 08 9965 7400 Fax: 08 9964 5983  
Email: [midwest@dwer.wa.gov.au](mailto:midwest@dwer.wa.gov.au)

#### South Coast region

**Albany regional office**  
5 Bevan Street  
Albany WA 6330  
PO Box 525  
Albany WA 6331  
Ph: 08 9841 0100 Fax: 08 9842 1204  
Email: [southcoast@dwer.wa.gov.au](mailto:southcoast@dwer.wa.gov.au)

#### South West region

**Bunbury regional office**  
35-39 McCombe Road  
Bunbury WA 6230  
PO Box 261  
Bunbury WA 6231  
Ph: 08 9726 4111 Fax: 08 9726 4100  
Email: [bunbury.admin@dwer.wa.gov.au](mailto:bunbury.admin@dwer.wa.gov.au)

**Carnarvon regional office**  
211 Robinson Street  
Carnarvon WA 6701  
PO Box 81  
Carnarvon WA 6701  
Ph: 08 9941 6100 Fax: 08 9941 4931  
Email: [gascoyne@dwer.wa.gov.au](mailto:gascoyne@dwer.wa.gov.au)

**Geographe Capes district office**  
Suite 1A/72 Duchess Street  
Busselton WA 6280  
PO Box 269  
Busselton WA 6280  
Ph: 08 9781 0111 Fax: 08 9754 4335  
Email: [busselton.admin@dwer.wa.gov.au](mailto:busselton.admin@dwer.wa.gov.au)

#### North West region

**Karratha regional office**  
The Quarter  
Level 2, 20 Sharpe Avenue  
Karratha WA 6714  
Locked Bag 33  
Cloisters Square  
Perth WA 6850  
Ph: 08 9144 0200  
Email: [northwest@dwer.wa.gov.au](mailto:northwest@dwer.wa.gov.au)