



# Department of Natural Resources and Mines

ABN 59 020 847 551

## Forward draw notification form

Water Act 2000

### Purpose of the form

This notification form must be sent prior to taking water under forward draw arrangements to notify the department that you are about to commence to take water under forward draw arrangements.

Water can be taken under forward draw arrangements only in the following water management areas: Border Rivers, Oakey Creek, Upper Hodgson Creek and Don River, Dee River and Alma Creek groundwater management areas.

Each of these areas have particular water sharing rules that detail the rules and conditions of taking water under forward draw arrangements.

A copy of the water sharing rules can be downloaded from the department's website at [www.dnrm.qld.gov.au](http://www.dnrm.qld.gov.au).

### Part A Licence details

Specify the full name(s) of all holders of the water licence under which forward draw will be taken:

If the applicant is a corporation, please supply the ACN:

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

Street address:

Mailing address:

### Contact details

Title:  Mr  Mrs  Ms  Miss  Other (specify)

Full name:

Preferred phone:

Alternative phone:

Facsimile:

Email:

**Privacy statement:** The information being collected in this request will be used by this department for the purpose of processing your notification of taking water under forward draw arrangement under the authority of section 27 and 30 of the Water Regulation 2016. Your personal details will be accessed only by authorised officers within this department and will not be disclosed to any other third party without your consent except where required by law. The information collected will be retained as required by the *Public Records Act 2002* and may be stored in a departmental database. More information on the department's privacy commitment can be found on the department's website at [www.dnrm.qld.gov.au](http://www.dnrm.qld.gov.au).

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

**Part B Details of water licence**

Specify the water licence under which forward draw will be taken.

Water licence reference:

Nominal entitlement:

Note: the water sharing rules for all water management areas state that the maximum volume that is able to be forward drawn as a percentage of the following year's nominal entitlement. Refer to the relevant water sharing rules for more information.

**Part C Details of water licence**

Complete works and meter details for works through which water will be taken under forward draw. If there are more than four meters, copy or print a blank copy of this page, complete and attach.

Work reference	Meter serial no.	Meter reading	Date read

**Part D Declaration**

All intended holders to complete and sign the declaration below. If more signature space is required, copy or print a blank copy of this page, complete and attach.

I/We understand that the completion of this application demonstrates acceptance of the conditions of the water licence and that the information contained in this application is true and correct.

**Individual**

Name:

Signature:

Position/Title(if applicable):

Date:        /        /

**Corporation Executed for and on behalf of**

Organisation name:

ACN:

By (name):

Position:

Signature:

Date:        /        /

Witnessed by:

Witness signature:

Date:        /        /



### Purpose of the form

This notification form must be sent to the department prior to taking water under forward draw arrangements to notify the department that you are about to commence to take water under forward draw arrangements.

Water can only be taken under forward draw arrangements in the following water management areas:

- Border Rivers groundwater management area
- Oakey Creek groundwater management area
- Upper Hodgson Creek groundwater management area
- Don River, Dee River and Alma Creek groundwater management area.

Each of these areas have particular water sharing rules that detail the rules and conditions for taking water under forward draw arrangements. A copy of the water sharing rules can be downloaded from the departments website at [www.dnrm.qld.gov.au](http://www.dnrm.qld.gov.au).

### Part A Licensee details

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

#### Name

Specify the full name of all of the licensees making this notification.

For one individual, clearly write in upper case the licensees' full name as given names followed by surname.

For example: PAUL JOHN SMITH

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

For example: PAUL JOHN SMITH; TINA ROSE JONES

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; GWEN MARY SMITH;  
PETER FREDRICK WATSON; PETER FREDERICK WATSON AS TRUSTEE

Where the licensee is a corporation, write the complete name of the incorporated body and the Australian Company Number (ACN).

For example: PAUL JOHN SMITH PTY LTD

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

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

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

For example: THE STATE OF QUEENSLAND (REPRESENTED BY DEPARTMENT OF  
EDUCATION AND TRAINING)

#### Attention (Optional)

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

For example: THE MANAGING DIRECTOR

**Part A Licensee details (continued)****Street address**

Specify the street address of the licensee. Information provided within this section of the form will be used for the service of all official documents and any correspondence relating to the notification, unless otherwise specified in the mailing address section.

For example:               UNIT 3  
                                  146 SHORE STREET  
                                  ROCKHAMPTON QLD 4370

**Mailing address**

Information provided within this section of the form will be used for the service of all official documents and any correspondence relating to the notification. Enter the information as you would want it to appear on an envelope addressed to the licensee. If this is the same as the street address write 'as above'.

For example:               PO BOX 25  
                                  ROCKHAMPTON QLD 4370

**Contact person's details**

Licensees must use this section to provide the department with the details of one nominated contact person. The department will use the information provided for its records concerning the notification and for personal or telephone contact about matters relevant to the notification.

**Part B Details of water licence**

Specify the water licence reference and the nominal entitlement for the licence where the forward draw will apply.

**PART C Current meter reading(s)**

The information provided in this part is used to assess the amount of water used to date by the licensee, to ensure that licensee is not already in excess use prior to making this forward draw notification.

The licensee must complete works and meter details, including readings, for each water meter. If there are more than four water meters attach a separate list to the notification.

**PART D Declaration by Licensee**

Parties to the notification listed in Part A, must complete and sign the declaration. This means that at least one of the holders of the water licence must sign this part.

All persons signing on behalf of a corporation must sign before a witness and provide their Australian Company Number (ACN).

Materials submitted in support of this notification are part of the notification and can be copied and made available to the public as required under the *Water Act 2000*. By signing the declaration, all parties provide consent for any supplied information considered to be commercial-in-confidence or copyright to be copied and made available only for the purposes of the notification, including notification to and consultation with the public and other relevant government agencies.

**Use of this information (privacy statement)**

The information being collected in this request will be used by this department for the purpose of processing your notification of taking water under forward draw arrangement under the authority of section 27 and 30 of the *Water Regulation 2016*. Your personal details will be accessed only by authorised officers within this department and will not be disclosed to any other third party without your consent except where required by law. The information collected will be retained as required by the *Public Records Act 2002* and may be stored in a departmental database. Information on the department's privacy commitment can be found on the department's website at [www.dnrm.qld.gov.au](http://www.dnrm.qld.gov.au).

### **Checklist**

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

- All parts of the form are completed.
- The application form is signed by at least one licensee.
- Current meter readings have been supplied.

### **Lodgement**

Mail/deliver the application form, the fee and attachments to your nearest departmental office. Contact details are available on the department's website at [www.dnrm.qld.gov.au](http://www.dnrm.qld.gov.au).