



Department of Natural Resources, Mines and Energy

ABN 59 020 847 551

Application for seasonal assignment of a water licence

Water Act 2000

Purpose of the form		
<p>This form is used to enable a water licence holder or seasonal water assignment notice holder to seasonally assign the use of water available under their water licence or seasonal water assignment notice to another person, for the remainder of the current water year.</p> <p>Such assignments can only occur in areas where a water plan, water management protocol or a regulation permits the seasonal assignment of a water licence.</p>		
Part A Applicant (seller) details		
Specify all applicant names as per the water licence or seasonal water assignment notice this application relates to:		
If the applicant is a corporation, please supply the ACN:		
Attention (optional) (e.g. Principal, Secretary, Managing Director, etc.):		
Street address:		
Mailing address (if same as street address write 'as above'):		
Contact details		
Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (specify)		
Full name:		
Preferred phone:	Alternative phone:	Facsimile:
Email: <input type="checkbox"/> Ticking this box is your consent to receive emails from the department including any notice, formal information or document required or permitted to be given under the <i>Water Act 2000</i> .		

Privacy statement: The information being collected in this form will be used by this department for the purpose of processing your application for seasonal assignment of a water licence under the authority of chapter 2, part 3 of the *Water Act 2000*. 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 our privacy commitment can be found at www.business.qld.gov.au.

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

Part B Assignee (buyer) details

Specify the full name(s) of all proposed assignees for this seasonal assignment

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

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

Street address:

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

All assignees (buyers) 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.

Title: Mr Mrs Ms Miss Other (specify)

Full name:

If a corporation, please supply the ACN:

Street address:

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

Preferred phone:

Alternative phone:

Facsimile:

Email:

Ticking this box is your consent to receive emails from the department including any notice, formal information or document required or permitted to be given under the *Water Act 2000*.

Title: Mr Mrs Ms Miss Other (specify)

Full name:

If a corporation, please supply the ACN:

Street address:

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

Preferred phone:

Alternative phone:

Facsimile:

Email:

Ticking this box is your consent to receive emails from the department including any notice, formal information or document required or permitted to be given under the *Water Act 2000*.

Part C Applicant (seller) details of seasonal water assignment**1. Water licence or seasonal water assignment notice number being assigned:****2. Volume being assigned**

Nominal entitlement: ML

Daily volumetric limit (if applicable): ML that can be taken per day

This volume will be unavailable for use by the applicant (seller) upon grant of this assignment.

3. Meter details

If works are metered, provide works, meter details and meter readings for each meter. If there are more than three water meters, attach a separate list to this application.

Works reference	Meter serial no.	Meter reading	Date read	Time read
			/ /	: am/pm
			/ /	: am/pm
			/ /	: am/pm

Part D Assignee (buyer) details for seasonal water assignment**4. Does the assignee (buyer) have a water licence in the same water management area?** Yes No

If yes, specify existing water licence number:

5. Location of taking the water

Describe the parcels on or adjoining the location where the water will be taken from after assignment. If water will 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.

Lot	Plan	Adjacent to (✓)	Lot	Plan	Adjacent to (✓)
		<input type="checkbox"/>			<input type="checkbox"/>
		<input type="checkbox"/>			<input type="checkbox"/>

6. Source of taking the water (if applicable)

Specify the source(s)

<input type="checkbox"/> Water in a watercourse, lake or spring	Name:		
<input type="checkbox"/> Underground water	Aquifer name:		Depth (if applicable):
	Groundwater sub-area:		Depth (if applicable):
	Management zone:		Depth (if applicable):
<input type="checkbox"/> Overland flow	Catchment area:		

Additional location details (e.g. zone) (if applicable):

7. Other attributes

Specify any other attributes on the seasonal water assignment notice e.g. conditions.

8. Meter details

If works are metered, provide works and meter details and meter readings for each meter. If there are more than three water meters, attach a separate list to this application.

Works reference	Meter serial no.	Meter reading	Date read	Time read
			/ /	: am/pm
			/ /	: am/pm
			/ /	: am/pm

Part E Consent of adjacent owner of existing authorised bores

If the water licence is managed by the Barron or Wet Tropics Water Management Protocol and the transferee's bore(s) are located within 400m of another existing bore, the owner of the existing authorised bore must provide their consent for the transferred water to be taken.

Complete the details of all adjacent owners of the existing authorised bore(s) and obtained their signed consent. If more space is required, attach a separate sheet or photocopy with original signatures.

Consent

As the owner(s) of the existing authorised bore, I/we give consent to the transferee to take transferred water from a bore that is within 400m of the existing authorised bore.

Lot	Plan	Full name of landowner	Signature	Date
				/ /
				/ /
				/ /
				/ /

Part F 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 G Applicant (seller) declaration

All applicants 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 declare that the information stated in this form is true and correct.

I/We agree to transfer to the buyer, the seasonal water assignment volume on a temporary basis for the remainder of the current water year. I/we acknowledge the volume being assigned will be unavailable upon grant of this assignment.

Individual

Name:	Name:
Signature:	Signature:
Position/Title: (if applicable)	Position/Title: (if applicable)
Date: / /	Date: / /

Corporation Executed for and on behalf of

Organisation name:	
ACN:	
By (name):	By (name):
Position:	Position:
Signature:	Signature:
Date: / /	Date: / /
Witnessed by:	Witnessed by:
Witness signature:	Witness signature:
Date: / /	Date: / /

Part H Assignee (buyer) declaration

All assignees 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 declare that the information stated in this form is true and correct.

I/We accept the seasonal water assignment from the seller for the remainder of the current water year. I/we acknowledge the volume assigned will only become available after grant of this assignment.

Individual

Name:	Name:
Signature:	Signature:
Position/Title: (if applicable)	Position/Title: (if applicable)
Date: / /	Date: / /

Corporation Executed for and on behalf of

Organisation name:	
ACN:	
By (name):	By (name):
Position:	Position:
Signature:	Signature:
Date: / /	Date: / /
Witnessed by:	Witnessed by:
Witness signature:	Witness signature:
Date: / /	Date: / /

**Guidelines for Application for seasonal
assignment of a water licence**

Water Act 2000

Purpose of the form

A seasonal water assignment enables a water licence holder or seasonal water assignment notice holder to assign the use of water available under a water licence or seasonal water assignment to another landholder for the remainder of the water year. Such assignments can only occur in those areas where a water plan, water management protocol or a regulation permits the seasonal assignment of a water licence.

Conditions may apply in accordance with the seasonal water assignment rules for a particular water management area.

To apply for seasonal water assignment of a water licence or seasonal water assignment notice, the buyer (assignee) and seller (applicant) must complete and sign this application form and submit it to the department.

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

Availability

The maximum volume of water that the seller may temporarily assign is their available annual entitlement at the time of application. There is no limit on the number of assignments that can be made in any water year.

The seller and buyer must provide the current meter readings for all meters attached to the works used to take the water.

Water charges and outstanding accounts

The department may require any outstanding charges to be paid during the application process. Where the seller has an arrangement with the department for payment of outstanding charges, the department may require that the outstanding charges be discharged.

Both the buyer and the seller will remain liable for their respective water charges. The buyer pays for any usage components of the water charges for the assigned water.

Priority order for applications

Applications will be dealt with in order of receipt. Applicants will be advised in writing of the decision on the application. The decision on the application will be based on the water sharing rules.

Seasonal water assignments only apply within the current water year, with the assigned water available only from the date of approval of the application. If approved, a seasonal water assignment will be issued to the assignee for the balance of the current water year.

Applications for seasonal water assignments cannot be made retrospectively to 'cover' any previous excess use. Any unauthorised water use is a breach of the licence or seasonal water assignment notice conditions and will be dealt with under the provisions of the *Water Act 2000*.

Nominal volume adjustments

The volume of water seasonally assigned will reduce water available to the seller for the water year. The volume of water seasonally assigned will increase the water available to the buyer in the water year.

Buying or selling

Water brokers can bring buyers and sellers of water products together. Water brokers are subject to Australian Consumer Law under the *Queensland Fair Trading Act 1989* and the *Commonwealth Competition and Consumer Act 2010* concerning commercial transactions.

It will be the buyer or seller's responsibility to check water available for seasonal water assignment.

The buyer and seller of water in the seasonal water assignment market must negotiate financial arrangements privately to facilitate the transaction. The department will not act as a mediator.

Part C Applicant (seller) details of seasonal water assignment

1. Provide the water licence or seasonal water assignment notice number the application relates to.
2. The information provided in this section is to indicate the volume of water being assigned from the seller to the buyer. Each assignment (volume) requires a separate application.

3. Note the volume being assigned will be unavailable to the applicant (seller) for the remainder of the water year if the assignment is approved.
4. The applicant must provide the works and meter details being used. The information provided in this part is used to assess the volume of water used to date by the applicant, to ensure that the volume being assigned is available for assignment.

Part D Assignee (buyer) details of seasonal water assignment

5. This section is for the proposed assignee to provide details of any water licence they hold within the water management area in which the assignee proposes to take the water.
6. This section is used to provide a description of the lot(s) and plan(s) from which the water will be taken if the assignment is approved.
7. This part is used to provide the source from which the water will be taken from, if the assignment will be approved.
8. This part is for any additional attributes that will be listed on the seasonal water assignment notice to be specified, for example if any conditions outlined in the water management protocol are required to be placed on the notice.
9. The information provided in this part is used to assess the amount of water used to date by the assignee, to ensure that the assignee is not already in breach of the licence granted and to make allowance to account for any additional water should the seasonal water assignment be approved.

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.

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.
- The application form is signed by all parties.
- All parties have supplied meter readings.
- All parts of the form relating to lot and plan contain the correct property descriptions
- The prescribed fee is paid.

Lodgement

Contact your local departmental office specialising in water applications for lodgement information. These details are listed on your water licence. Water management contacts are also available on the Business Queensland portal at www.business.qld.gov.au.