

# Application to Cancel a Water-Use Licence and/or Water-Use Registration

## Explanatory Notes

### Process for obtaining approval

#### Lodgement

1. The applicant must complete the *Cancel a Water-Use Licence or a Water-Use Registration* application form, and lodge the completed form including payment of the application fee and accompanying documents with the Water Authority over the counter or by mail.
2. The Water Authority will not accept:
  - Photocopied forms as the application number on the top right-hand corner must be unique.
  - Faxed forms as original signatures are required.
3. The *Application to Cancel a Water-Use Licence or a Water-Use Registration* form and the schedule of application fees are available from the Water Authority.

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**If you require further information please contact your Water Authority:**

Goulburn-Murray Water  
40 Casey Street  
PO Box 165, TATURA 3616      T: (03) 5833-5500

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Lower Murray Water  
741-759 Fourteenth Street  
PO Box 1438, MILDURA 3502      T: (03) 5051-3400

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First Mildura Irrigation Trust  
120 Ninth Street  
PO Box 5024, MILDURA 3502      T: (03) 5021-1811

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#### Cancellation of Water-Use Licence / Water-Use Registration

4. Upon receiving an application to *Cancel a Water-Use Licence/ Water-Use Registration*, a notification will be sent to any person who holds a registered mortgage over the land specified in a Water-Use Licence or Water-Use Registration to be cancelled.
5. Over 30 days from which the notification is sent, the Water Authority will send a letter to the first land owner listed advising that the cancellation has been approved and recorded in the water register. A copy of the letter will be forwarded to the water broker if a water broker coordinated the application.

#### Refusal of the Application

6. The Water Authority will send a letter to the first applicant listed stating the reasons for the refusal. A copy of the letter will be forwarded to the water broker (if applicable).
7. Reasons for refusal of the *Application to Cancel the Water-Use Licence or Water-Use Registration* may include:
  - i. Applicant is not owner of the land; and/or
  - ii. All land owners have not signed the application.

#### More Information Required

8. If the Water Authority requires more information a letter will be sent to the first land owner listed making clear the missing information and/or incorrect information that requires correction. A copy of the letter will be forwarded to the water broker if a water broker coordinated the application.
9. Applicants must provide missing information or correct information within two calendar months or the *Application to Cancel a Water-Use Licence/Water-Use Registration* will lapse and a new application would need to be lodged with another application fee.

# How to complete the Application to Cancel a Water-Use Licence and/or Water-Use Registration

## Question 1 – Water-Use Licence/Registration Number

This number can be found on the copy of the Water-Use Licence/ Water-Use Registration record. Alternatively, you may apply to your Water Authority for a copy of the Water-Use Licence/Water-Use Registration record.

## Question 2 – Water Allocation Bank Account

There may be more than one Water Allocation Bank Account with which the Water-Use Licence/Registration is associated. E.g an occupier may have a separate water allocation to the land owner.

## Question 3 – Land Owner(s) Signatures

All land owner(s) must sign. If there are more than 4 land owner(s) or the land owner(s) is a company, please fill out the same information for these people in Annexure 5. All notices will be sent to the postal address of the first named person.

## Question 4-7 – Water Broker

Please provide the name, signature, contact telephone number and party identification number if a water broker is coordinating the application. If the water broker has not received a party identification number, an identification number will be issued on receipt of this application. A letter regarding the approval, refusal or a requirement of more information will also be sent to the water broker (if applicable).

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# Application to Cancel a Water-Use Licence and/or Water-Use Registration

# Form 25

Application for Minister's approval to cancel a Water-Use Licence (under section 64AM of the **Water Act 1989**) or to cancel a Water-Use Registration (under section 64AW of the **Water Act 1989**).

**Application No: BSM**

### Privacy Collection Statement

The information from this form is collected under the Water Act 1989, in order to process this transaction. 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. Incomplete forms can not be processed.

### To be Completed by the Land Owner

1. Water-Use Licence/Water-Use Registration Number to be cancelled

2. Are you also applying for a new Water-Use Licence or Water-Use Registration for the relevant land?

YES. If yes, please provide the application number to issue the pending Water-Use Licence or Water-Use Registration.

No.

3. Water Allocation Bank Account Number(s) to which the Water-Use Licence/Registration is associated with.

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

### Land Owner(s) Signature(s)

4. Please print name in full and in capital letters (All registered owners of the relevant land must sign. If there are more than 4 owners or the owner is a company please ensure that Annexure 5 is also completed). All notices will be sent to the postal address of the first named person.

Given name(s)	Surname	Signature
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Dated

### 5. Water Broker (if Water Broker coordinated the Application)

Given name(s)  Surname

Postal Address

Party ID  Phone Number

# Annexure 5

## Water Act 1989

This is page \_\_\_\_\_ of Approved Form 24, 25

dated \_\_\_\_\_ between:

Signatures of the Parties

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### To be Completed by Land Owners(s)

Given name(s)	Surname	Signature

Dated 

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### To be Completed if Company is Land Owner

All notices and invoices will be sent to the postal address of the first named person.

1. Name of Company 

	ABN
--	-----

Postal Address 

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Dated 

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Given name(s)	Surname	Signature	Position

Dated 

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2. Name of Company 

	ABN
--	-----

Postal Address 

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Dated 

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Given name(s)	Surname	Signature	Position

Dated 

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