

## Application for a Licence to Construct Works (Bore) for a Licensable Purpose

### What is this application form for?

Use this form to make application for a Licence to Construct or Alter works (bore) for the purpose of extracting water for a licensable purpose such as irrigation/commercial/dairy etc use.

This application form incorporates provision for an application for:

- Licence to construct works – new bore (Section 67, Water Act 1989)
- Licence to construct works – replacement bore (incorporating licence to decommission works) (Section 67, Water Act 1989)
- Licence to alter works (Section 67, Water Act 1989)
- Renewal of a Licence to Construct or Licence to Alter Works (Section 72 Water Act 1989)
- Transfer of a Licence to Construct or Licence to Alter Works (Section 74 Water Act 1989)
- Amendment to a Licence to Construct or Licence to Alter Works (Section 73 Water Act 1989)

### What to do:

- Read the accompanying explanatory notes and refer to the current fee schedule (which can be obtained by calling 03 5826 3544 or downloaded from [www.g-mwater.com.au](http://www.g-mwater.com.au)) before you fill out the form.
- Complete the form in full ensuring all relevant information is provided.
- Complete the checklist. Incorrect information may result in your application being refused. **We will return Ineligible or incomplete applications.**
- Send the form, any required documentation and the application fee to: Goulburn Murray Water, PO Box 165, TATURA, VIC 3616.
- Goulburn-Murray Water accepts payment by cheque or credit card.



# Application form

Application for a Licence to Construct Works (Bore) - Licensable purpose



## 1. APPLICATION TYPE

Refer to: *Assistance with completing application form* (attached) to determine the correct application type

- New Licence to Construct Works (new bore/s)
- Licence to Alter Works (existing bore/s)
- New Licence to Construct Works (replacement bore/s\*)

\*Refer to explanatory notes for definition of a replacement bore. Please note: A Licence to decommission the existing works will also be issued.

Amendment to an existing licence (*please tick one or more boxes*)

- Amendment to existing Licence to Construct Works No: ..... to:
- Alter number of bores to be constructed
- Alter proposed depth of bore
- Change authorised purpose of bore to: .....
- Change proposed bore site
- Renew existing Licence to Construct Works No: .....
- Transfer existing Licence to Construct Works No: .....

## 2. APPLICANT/S DETAILS

*Please list full names, initials are not acceptable - if more than 3 licensees please note in the space provided*

Applicant No 1: (Individual or company name).....

Applicant No 2: (Individual or company name).....

Additional applicants: .....

Postal Address: .....

..... Postcode: .....

Telephone number: ( ) ..... Mobile number: .....

Fax Number: ..... Email: .....

## 3. CONSULTANT DETAILS

Company name: .....

Contact person: .....

Postal Address: .....

..... Postcode: .....

Telephone number: ( ) ..... Mobile number: .....

Fax Number: ..... Email: .....

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## 4. DESCRIPTION OF LAND ON WHICH THE BORE/S WILL BE CONSTRUCTED

Property address: .....

Vol: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Parish .....

Note: If additional lands are required please attach a separate list to this application. If any land is not in the ownership of the licensee/s please complete *Annexure 3 - Consent of Landowners (attached)*.

## 5. NUMBER AND DETAILS OF BORE/S

Number of bores to be constructed..... Proposed depth (m).....

Bore Type:

Drilled bore  Spear point

Improved Spring  Well or shaft

Multiple bore system  Other (Specify).....

## 6. DETAILS OF BORE/S TO BE ALTERED OR REPLACED (see explanatory notes for further details)

Depth of existing bore: ..... Bore No: .....

Current use of bore: ..... Year of construction: .....

Reason for replacement/alteration ..... Works Licence No (if known): .....

## 7. FOR REPLACEMENT BORES - DETAILS OF EXISTING LICENCE TO TAKE AND USE WATER

Licence No: ..... BEE reference if known: BEE.....

Note: Once constructed, the replacement bore cannot be used for any licensable purpose until an application to amend the Licence to Take and Use Water to include the new bore has been approved.

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## 8. DETAILS OF BORE/S TO BE DECOMMISSIONED - (Only complete this section if this application is for a replacement bore)

Number of bore/s to be decommissioned: .....

- |  |   |
|--|---|
| <input type="checkbox"/> Drilled                                 | <input type="checkbox"/> Well or shaft        |
| <input type="checkbox"/> Multiple bore system (no of bores.....) | <input type="checkbox"/> Improved Spring      |
| <input type="checkbox"/> Single bore system                      | <input type="checkbox"/> Other (specify)..... |
| <input type="checkbox"/> Spearpoint system (no of spears.....)   |   |

Depth of bore/s: ..... Bore Diameter: .....

Present use of bore: ..... Year of construction: .....

Works Licence No: .....

Bore no's to be decommissioned (if known): .....

.....

Proposed decommissioning method: .....

## 9. PROPOSED USE/S OF WATER

- |  |   |
|--|---|
| <input type="checkbox"/> Irrigation (area to be irrigated .....(ha)              | <input type="checkbox"/> Dairy washdown /cooling            |
| <input type="checkbox"/> Commercial or Industrial use*                           | <input type="checkbox"/> De-Watering (salinity, excavation) |
| <input type="checkbox"/> Communal Domestic and Stock (number of residences.....) | <input type="checkbox"/> Urban Supply*                      |

\* Please refer to the attached notes for more information about commercial and urban supply applications.

## 10. PROPOSED FUTURE LICENCE VOLUME (As part of a future application for a Licence to Take and Use Water)

Proposed licence volume: .....ML/year

Proposed extraction rate: .....ML/day

## 11. IRRIGATION DEVELOPMENT GUIDELINES

Please tick the most appropriate statement for your application:

- The water will be used on land where there has been never been an irrigation licence in the past.
- This application proposes to increase the current licence volume on the land that is being irrigated.
- This application proposes to increase the area allowed to be irrigated in my current licence.
- None of the above statements are relevant to my application.

# Application form

Application for a Licence to Construct Works (Bore) - Licensable purpose



## 12. LICENSED DRILLER TO UNDERTAKE CONSTRUCTION

Name: .....Drillers licence No: .....

## 13. DECLARATION OF APPLICANT/S

I confirm that the information supplied in this application is complete and correct to the best of my knowledge. I am aware that it is an offence to supply false or misleading information.

I acknowledge that Goulburn-Murray Water (G-MW) may release information contained in this application, at the discretion of G-MW to relevant parties and organisations in accordance with relevant legislation.

Signature of applicant 1 ..... Date: .....

Printed name: .....

Signature of applicant 2 ..... Date: .....

Printed name: .....

Additional applicants:

Signature(s)..... Date: .....

Printed name: ..... Date: .....

Printed name: ..... Date: .....

Printed name: ..... Date: .....

If the name of the applicant is a Company name please provide the following details:

ACN No: ..... Position (eg director): .....

Please Refer to the application notes for information about who should sign this application.

### Protecting your privacy

Goulburn-Murray Water protects your privacy by collecting and handling your personal information in accordance with the requirements of the *Information Privacy Act 2000*. The personal information collected in this form will only be used for the purpose of administering your application. It will only be disclosed to appropriate staff in regard to the purpose for which it was provided. Failure to provide the information sought in this form may result in processing delays. You have a right to access and correct the personal information you provide to Goulburn-Murray Water. For further information regarding Goulburn-Murray Water's privacy statement please refer to our website at [www.gmwater.com.au](http://www.gmwater.com.au)

# Application form

Application for a Licence to Construct Works (Bore) - Licensable purpose



PLEASE COMPLETE THE FOLLOWING SECTIONS 14 & 15 ONLY IF THE APPLICATION IS TO TRANSFER A WORKS LICENCE TO A NEW LAND OWNER

## 14. TRANSFEREE/S DETAILS (details of person/s licence to be transferred to)

Please list full names of all new owners, initials are not acceptable - if more than 3 licensees please note in the space provided

Applicant No 1: (Individual or company name).....

Applicant No 2: (Individual or company name).....

Additional applicants: .....

Postal Address: .....

..... Postcode: .....

Telephone number: ( ) ..... Mobile number: .....

Fax Number: ..... Email: .....

## 15. DECLARATION OF TRANSFEREE/S

I confirm that the information supplied in this application is complete and correct to the best of my knowledge. I am aware that it is an offence to supply false or misleading information to G-MW.

I acknowledge that G-MW may release information contained in this application, at the discretion of G-MW to relevant parties and organisations in accordance with relevant legislation.

Signature of applicant 1 ..... Date: .....

Printed name: .....

Signature of applicant 2 ..... Date: .....

Printed name: .....

Additional applicants:

Signature(s)..... Date: .....

Printed name: ..... Date: .....

Printed name: ..... Date: .....

Printed name: ..... Date: .....

If the name of the applicant is a Company name please provide the following details:

ACN No: ..... Position (eg director): .....

Please Refer to the application notes for information about who should sign this application.

# Application form

Application for a Licence to Construct Works (Bore) - Licensable purpose



## Credit Card Payment Authority

Applicant/company name: .....

Payment for Application for a Licence to Construct Works (Licensable Purpose)

### CREDIT CARD DETAILS

Please tick (✓) appropriate card:

CREDIT CARD DETAILS:

MasterCard

Visa

Card No

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--	--	--	--

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Expiry date \_\_\_\_\_

Total \$ \_\_\_\_\_

\_\_\_\_\_  
Cardholder's name

\_\_\_\_\_  
Cardholder's signature

This page is destroyed by Goulburn-Murray Water after the Credit Card transaction has been processed.

#### Protecting your privacy

Goulburn-Murray Water protects your privacy by collecting and handling your personal information in accordance with the requirements of the *Information Privacy Act 2000*. The personal information collected in this form will only be used for the purpose of processing your credit card payment and will be destroyed once your payment has been processed. It will only be disclosed to appropriate staff in regard to the purpose for which it was provided. Failure to provide accurate or complete information may result in processing delays. You have a right to access and correct personal information you provide to Goulburn-Murray Water. For further information regarding Goulburn-Murray Water's Privacy Policy please refer to our website at [www.g-mwater.com.au](http://www.g-mwater.com.au)

# Application form

## Application for a Licence to Construct Works (Bore) - Licensable purpose



### General information and explanatory notes (retain for future reference)

#### What is a bore?

Bores are usually thought of as drilled holes constructed by drilling rigs. However the definition of a bore also includes sumps, wells and drag lines as well as any excavation used to intercept, collect and store groundwater for the purpose of taking and using it.

#### Why do I need a licence to construct a bore?

Under the provisions of the *Water Act 1989*, any person who constructs, alters or replaces a groundwater bore greater than three metres in depth must obtain a licence to construct works prior to commencing.

#### Can I take and use water from my bore when it is completed?

When the bore is constructed and equipped you may commence using the water for domestic and/or stock purposes until a Licence to Take and Use Water has been approved by G-MW.

#### What are domestic and/or stock purposes?

If you are the owner or occupier of land on which a bore is located you may have the right (sometimes called a private right) to take and use water solely for the purposes of:

- household use
- watering of stock and pets
- watering of a kitchen garden (up to 0.4 hectares)

#### I am constructing the bore for future irrigation or commercial purposes what are the steps to obtaining a licence to take and use the water?

The process of licensing the construction of a bore and the extraction of water for any licensable purpose involves a number of steps:

- Step 1 Complete this application and lodge with G-MW with the application fee. The application will be assessed and if approved, a licence to Construct Works will be issued and you can proceed to engage a driller to construct the bore/s.
- Step 2 When the bore is completed, a bore completion report must be issued to G-MW by your driller. When this report is received, G-MW will forward an application for a Licence to Take and Use Water and Operate Works to you.
- Step 3 Complete the application form and lodge with G-MW with the application fee. The application will be assessed and if approved a licence to Take and Use Water and Operate the Works will be issued authorising extraction and use of an annual volume of water from the bore/s for the licensed purpose.

Prior to lodging an Application for a Licence to Construct Works, G-MW recommends that you fully investigate the potential for accessing groundwater entitlement in your area. In some areas, such as Water Supply Protection Areas and Groundwater Management areas, licence entitlement will be limited by a cap called a Permissible Consumptive Volume (PCV). A PCV may restrict or prevent the issuing of new licence entitlements. This may mean that trading is the only way to source groundwater licence entitlement.

You are urged to consult with G-MW prior to making an application to determine whether restrictions or conditions apply to groundwater entitlement in your area. For information and maps of Groundwater Management Units, visit [www.g-mwater.com.au/water-resources/ground-water](http://www.g-mwater.com.au/water-resources/ground-water) or [www.ourwater.vic.gov.au/environment/groundwater](http://www.ourwater.vic.gov.au/environment/groundwater).

#### When I apply for a Licence to Take and Use Water how do I calculate the volume I need?

To determine the proposed volume a number of factors may need to be considered. These include the area of land to be irrigation, method of irrigation and crop type. How much your bore will yield and the type of pump installed should also be considered. Water quality information will also be important depending of how you intend to use the water. Please contact the Licensing Unit for assistance.

# Application form

## Application for a Licence to Construct Works (Bore) - Licensable purpose



**My bore is in need of repair or replacement. Do I need to apply for a licence?**

If you intend to make any structural changes to the bore (including deepening the bore, adding additional spear points to an existing system, repairing or replacing casings or screens) a licensed driller must be engaged to carry out the works and a Licence to Alter Works must be obtained.

If the bore is beyond repair or is not functioning you may decide to construct a replacement bore. In this case you can make application for a licence to construct a replacement providing that the site of the replacement bore is not more than 20 metres from the existing bore and will be constructed to the same depth and diameter as the existing bore. A licence to decommission the bore to be replaced will also be issued.

If the bore site, depth or diameter is to be different, an application for a new licence to construct works must be submitted.

**Why do I need a licence to decommission a bore?**

Under the provisions of the Water Act 1989, any work conducted on a bore, including the decommissioning of a bore must not be carried out until a Licence to Decommission Works has been issued. Licensing this activity ensures that works are carried out correctly and will not pose any ongoing risks to the public safety or the environment. It also ensures that accurate records are kept in relation to the status of bores across G-MW's region.

**What is the process for obtaining a decommissioning licence & what is the cost?**

There is no application fee for a Licence to Decommission Works; the licence will be issued with the licence to construct the replacement bore.

**Who can decommission a bore?**

In most cases where the bore is shallow and has intersected only a single aquifer system, it is acceptable for the bore owner to carry out the work. A G-MW Drilling Inspector will inspect the site when the works are complete.

The decommissioning of bores that are deep, flowing or have intersected more than one aquifer system, can be more complex and it is a requirement that the work be undertaken by a suitably licensed driller.

You should contact a G-MW Drilling Inspector to determine if you need to engage a licensed driller prior to commencing any works.

**How can I get more information about decommissioning a bore?**

G-MW's Drilling Inspector can assist you with information about decommissioning bores. The Drilling Inspector can be contacted between 8.00am and 4.45pm Monday to Friday on telephone: (03) 5826 3440 or mobile: 0419 513 744.

**What if I can't get the work completed within the 12 month period of the licence?**

If the work has not been completed by the expiry date, the licence may be renewed once only. If works have not been carried out within the licence renewal period, an application for a new licence will be required.

**Do I have to advertise my application or notify my neighbors?**

You must notify neighboring properties and in some cases advertise in a local newspaper prior to lodging your application. Please refer to the Additional Application Requirements section of these notes.

**When can I drill and construct a bore?**

You must engage a licensed driller to drill and construct a new or replacement bore or if you are altering an existing bore. Your nominated driller cannot commence drilling until you have obtained a licence to construct works. The licence conditions must be read and understood by yourself and your nominated driller before drilling is undertaken.

**Do I need to notify G-MW when the bore is completed?**

Yes, you should forward the 'Notice of Outcome' provided with your licence document to G-MW as soon as works are complete. Your licensed driller is responsible for submitting a bore completion report to G-MW within 28 days of completion of the works.

# Application form

## Application for a Licence to Construct Works (Bore) - Licensable purpose



### What does the application fee cover?

Application fees cover the full cost of undertaking a licence assessment in accordance with G-MW's legal obligations under the *Water Act 1989*. This includes administering the application, undertaking a full site inspection, reviewing any submissions made in relation to your application and if required, referring the application for an Irrigation Development Guidelines assessment.

In most cases a technical assessment will be conducted by a G-MW hydro geologist to determine if extraction of groundwater may have any potential impacts on other groundwater users in your area or the environment. If your licence is approved your new licence will be recorded in the Victorian Water Register and you will receive a copy of the licence document.

### What happens after I lodge my application?

After you lodge your application G-MW will notify you in writing that it has been received. The timeframe to complete an assessment will vary depending on the nature of your application. If a technical assessment is required this may delay the decision on our application. If delays are expected you will be notified by G-MW. When the decision has been made in relation to your application you will be notified in writing of the outcome, either that the application has been approved or refused. Application fees are not refundable if an application is refused.

# Application form

## Application for a Licence to Construct Works (Bore) - Licensable purpose



### Assistance with completing the application form

How do I get more information or assistance with completing this form?

Read the information included below, and if you need further assistance contact the Licensing Unit between 8.00am and 4.45pm Monday to Friday

Telephone: (03) 5826 3544 or 1800 013 357 (free call from most fixed line phones)

Facsimile: (03) 58 24 5815

Email: [licensingadmin@g-mwater.com.au](mailto:licensingadmin@g-mwater.com.au)

How do I get more information about constructing a bore?

Please refer to the information below, and if you need further assistance about bore construction procedures contact G-MW's Drilling Inspector between 8.00am and 4.45pm Monday to Friday

Telephone: (03) 5826 3440

Facsimile: (03) 5824 5822

Mobile: 0419 513 744

#### Question 1 - Application Type

Please indicate whether you intend to apply for a licence to:

- Construct a new bore/s
- Construct a replacement bore (within 20 metres of the existing bore to the same depth and diameter)
- Alter an existing bore, or
- Make application to renew, transfer or amend an existing licence (see further details below)

**Renewal of existing Licence to Construct Works** - A Licence to Construct Works is valid for 12 months. You may apply to renew a works licence once by lodging an application before the existing licence is due to expire.

An existing works licence may only be renewed for one further term, if works have not been carried out within the licence renewal period, an application for a new works licence will be required.

**Transfer of existing Licence to Construct Works** - A Licence to Construct Works may be transferred to the new owners of land provided it has not expired.

**Amendment to existing Licence to Construct Works** - A Licence to Construct Works can be amended providing it has not expired. Amendments may include:

- Alter number of bore/s to be constructed
- Alter proposed depth of bore/s
- Change proposed bore site
- Change purpose between irrigation / commercial / urban supply

#### Question 2 - Applicant/s details

All applicants must complete the application. If the applicant is a company, evidence must be provided that the person/s has authority to act on behalf of the company.

#### Question 3 - Consultant details

If a consultant will be co-ordinating the works, please provide consultant name and details and they will receive the documentation.

#### Question 4 - Description of land on which the bore will be constructed

Applicants must provide details of the land/s where the bore/s are to be constructed. The current ownership of this land must also be verified. To ensure this information is accurate G-MW requires a current copy of the title/s for all land. If the bore/s are located on land that is not in the applicant's ownership, written consent from the landowner also is required. Please complete Annexure 3 - Consent of Landowner for this purpose.

A Registered Title Search Statement for each separate title must be provided. Rates notices cannot be accepted. An example of an acceptable Registered Search Statement is attached.

# Application form

## Application for a Licence to Construct Works (Bore) - Licensable purpose



How can I obtain a copy of my land titles?

You can obtain a registered search statement (see attached example of the correct search) by:

- Accessing the Land Titles office via the internet at [www.land.vic.gov.au](http://www.land.vic.gov.au) or phone ( 03) 8636 2456
- Requesting that G-MW complete the searches on your behalf.
- Contacting your solicitor or legal advisor to conduct the search on your behalf (fees may apply)

**Question 5 - Number and details of new bore/s**

Please provide details about the proposed bore/s. Ensure you include the number of bore/s being constructed and the maximum proposed depth of the bore/s.

For a multiple bore system indicate the number of bores which will be constructed in the system. A multiple bore system has a number of bores, each fitted separately with a submersible pump installed. A multiple bore system (bore field) may be screened at various depths (usually less than 25m). These bores may be connected by a common header line that directs water to a single outlet. Your licensed driller should be able to provide you with more details.

**Question 6 - Details of bore to be altered or replaced**

Provide details of the current bore (if known) which is being altered or replaced, if you do not have all of this information, please complete any known details.

An application for a replacement bore can only be issued if the new bore will be constructed within 20 metres from the existing bore and will be constructed to the same depth and diameter as the existing bore. Please contact the Drilling Inspector if you are unsure of the proposed construction site.

**Question 7—For replacement bores - details of existing Licence to Take and Use Water**

This number can be found on your current Licence Document or on your Annual Fixed Charges Account.

**Question 8 - For replacement bores - details of bore/s to be decommissioned**

Please provide details about the bore/s to be decommissioned and replaced Ensure you include the number of bore/s, maximum depth and proposed diameter, any reference number/s for the licence used to construct the works and bore identification number/s (if this is available).

**Question 9 - Proposed use of bore**

While a Licence to Construct Works does not authorise the extraction of water for any licensable purpose applicants must provide details on the intended future use of the water. Licence applications for urban supply are subject to additional application requirements. In some cases commercial licence applications may require a Planning Permit from local government - please contact the Licensing Unit prior to making application for further information.

If the future use of the bore is irrigation, commercial, dairy, de-watering, communal domestic supply or urban supply an application for a Licence to Take and Use & Operate Works must be lodged upon completion of the bore. A Licence to Take and Use & Operate Works must be approved by G-MW prior to water being extracted for any of these purposes.

**Question 10 - Proposed future licence volume**

Please provide details of the volume of water which will be sought in a future application for a Licence to Take and Use Water. In determining a licence volume G-MW will consider a number of factors. These may include the proposed use of water, area of land to be irrigated, method of irrigation, and crop type.

G-MW must also consider any potential impacts on other water users, the environment and water quality. Your proposed future volume will also be influenced by how much your bore will yield and the type of pump installed. To calculate water use requirements for irrigation it is advisable that you contact the Department of Primary Industries for assistance on 136186 or via the web at [www.dpi.vic.gov.au](http://www.dpi.vic.gov.au).

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## Application for a Licence to Construct Works (Bore) - Licensable purpose



### Question 11 - Irrigation Development Guidelines (applicable only for bores constructed for irrigation)

An Irrigation Development Guideline assessment may be required as part of the licence application for irrigation developments that meet one of the following criteria:

- A proposal to irrigate land that has never been irrigated before;
- Application to increase the annual use limit on the land in the current licence, or;
- Application to increase the area allowed to be irrigated in the current licence.

You will be contacted if the Irrigation Development Guidelines apply.

### Question 12 - Licensed driller to undertake construction

You must engage a licensed driller to drill and construct the bore. Your nominated driller can not commence drilling until you have obtained a Licence to Construct Works. The licence conditions must be clearly understood by yourself and your nominated driller before the works commence.

Upon completion of the bore, the driller must lodge a Bore Completion Report with G-MW within 28 days.

### Question 13 - Declaration of Applicant/s

All applicants must sign the application. If any person executes the document on behalf of another person or party, they must provide evidence of their authorisation. This can be in the form of a Power of Attorney or other legal document.

If the applicant is a company, evidence must be provided that the person/s signing the application has authority to sign on behalf of the Company. This must be in the form of a current copy of an ASIC Company Search listing all directors and/or office bearers which is not more than three months old.

### How can I obtain a copy of my Company Search?

You can obtain a company search statement by:

- Accessing the Titles office via the internet at [www.asic.gov.au](http://www.asic.gov.au) or phone (03) 5177 3988
- Requesting that G-MW complete the searches on your behalf.
- Contacting your solicitor or legal advisor to conduct the search on your behalf (fees may apply)

### Question 14 - Transferee/s details (details of person/s licence to be transferred to)

All person/s listed on the Notice of Acquisition or title/s provided with the application must be listed as transferee/s.

### Question 15 - Declaration of Transferee/s

All person/s listed under question 12 must also sign the application as the transferee.

# Application form

Application for a Licence to Construct  
Works (Bore) - Licensable purpose



Example of a Registered Search Statement produced for a land title from Land Victoria



## SAMPLE ONLY

Copyright State of Victoria. This publication is copyright.  
No part may be reproduced by any process except in accordance with  
the provisions of the Copyright Act and for the purposes of Section  
32 of the Sale of Land Act 1962 or pursuant to a written agreement.

The information is only valid at the time and in the form obtained  
from the LANDATA REGD TM System. The State of Victoria accepts no  
responsibility for any subsequent release, publication or reproduction  
of the information.

### REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 88888 FOLIO 999

Security no : 8888888888888E

Produced 17/03/2010 09:30 am

### LAND DESCRIPTION

Lot x on Plan of Subdivision 999999.  
PARENT TITLE Volume 888888 Folio 999  
Created by instrument 888888 24/04/1919

### REGISTERED PROPRIETOR

Estate Fee Simple  
Joint Proprietors  
JOHN DOE  
MARY DOE both of 9999 SMITH ST MELBOURNE 3051  
[S999999F](#) 09/11/1992

### ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE [AC9999999A](#) 25/09/2003  
BENDIGO BANK LTD

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section  
24 Subdivision Act 1988 and any other encumbrances shown or entered on the  
plan or imaged folio set out under DIAGRAM LOCATION below.

### DIAGRAM LOCATION

SEE [TP9999999P](#) FOR FURTHER DETAILS AND BOUNDARIES

### ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 999999 SMITH ST MELBOURNE VIC 3186

# Application form

Application for a Licence to Construct Works (Bore) - Licensable purpose



## Additional Application Requirements: Advertising and Notifications

Please read the information provided below to determine if your application is subject to notification and/or advertising requirements.

Proforma documents are provided to use when advertising in newspapers and prepare notifications for neighbours. Information included in advertisements or notifications must be correct. If details are omitted or information is inaccurate you may be required to undertake advertising or notifications again. If you are unsure about the information to be included in the advertisement or notification (eg. current land details) you are advised to contact the Licensing Unit for clarification before you advertise or notify your neighbours.

### Do I need to Advertise?

Applicants must advertise their intention to apply for a Licence to Construct Works (Bore) if:

- the bore will be the subject of an application for a Licence to Take and Use Groundwater for a maximum volume of 20ML or more per year.
- the bore will be the subject of an application to amend an existing Licence to Take and Use Groundwater and volume of the licence is 20ML or more per year.
- the bore will be the subject of an application for a Licence to Take and Use Groundwater for 0ML and the applicant intends to transfer a volume of 20ML or greater from an existing licensee on a temporary or permanent basis.

### Where do I place the advertisement?

Advertisements must be placed in your local newspaper circulating in the vicinity of the land to be licensed.

### How many advertisements must appear?

If the proposed licence volume is between 20-199ML/year the advertisement must appear once only.

If the proposed licence volume is greater than 200ML/year the advertisement must appear once per week for two consecutive weeks.

### How do I notify G-MW that I have advertised?

A copy of the page in the newspaper where the advertisement appeared, showing the name of the newspaper and the date, must be provided with the application. The advertisement must not be more than three months old at the time of lodging your application to G-MW.

### Do I need to notify neighbouring properties?

Yes, applicants must notify neighbours within a 1km radius of the bore when making application for a new Licence where it is intended that the bore will be used to extract groundwater for a licensable purpose (irrigation, commercial, industrial, dairy wash, etc). For applications to amend existing licences, notification is only required where the application is to either: change the intended use from domestic and stock to any licensable purpose, or to incorporate additional land where the proposed bore may be constructed.

The notification proforma is included as Annexure 2. This must be completed and either delivered in person by the applicant, or by registered mail through Australia Post. Your local Post Office may also be able to organise a mail out for you in the required area. The notification must have been made within three months of the time of lodging the application with Goulburn-Murray Water.

### Why do I need to sign a Statutory Declaration?

When the notifications have been distributed, applicants must complete the Statutory Declaration in Annexure 2 and attach it to the application. Completion of the statutory declaration is required as proof that the notification of neighbouring properties has been undertaken in accordance with G-MW's requirements.

By signing the statutory declaration you are making a solemn statement in relation to authenticity of the details included in the notification given to your neighbours. It is an offence to make a false or misleading declaration and such matters may be referred to the police.

# Application form

## Annexure 1 - Advertising



### PROFORMA FOR ADVERTISEMENT OF APPLICATION

Please use the proforma below when placing advertisements in your local newspaper. Refer to the Additional Application Requirements to determine if this application must be advertised.

Advertising Frequency (tick the advertising frequency applicable)

The future intended extraction volume when a Licence to Take and Use Water is sought is:

- Between 20-199ML/year      Advertisement must appear once.
- 200ML or more/year      Advertisement must appear once per week for two consecutive weeks.

#### Notice of intention to apply for a Licence to Construct Works (Bore) for a Licensable Purpose

I/ We(print name) .....

of (property address).....

Intend to make application to Goulburn-Murray Water for a Licence to Construct Works(Bore), and once constructed:

- the bore/s will be the subject of an application for a new Licence to Take and Use Groundwater for a maximum volume of.....ML/Year
- the bore/s will be the subject of an application for a new Licence to Take and Use Groundwater for 0 ML and I/ we intend to apply to transfer .....ML of licensed entitlement from an existing licensee/s on a temporary or permanent basis OR
- the bore/s will be the subject of an application to amend my/our existing Licence to Take and Use Groundwater to include the bore and extract existing licensed volume of .....ML/Year or seek additional licensed volume of.....ML/Year (delete non-applicable statement)

The application is for .....bore(s) to be constructed to a depth of .....metres.

The intended future purpose of groundwater extracted from the bore(s) will be (circle intended use)

*Irrigation / Commercial / Dairy washing /Other - please specify).....on land described as:*

Vol.: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol.: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol.: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Parish .....

Any person able to demonstrate that their interests will be affected by the issuing of this Licence including any intended groundwater use, is invited to make a formal submission setting out the nature of the impact within 14 days of receipt of this written notification.

Prior to making a submission please read the information available to download from [www.g-mwater.com.au/downloads/Groundwater/Fact\\_Sheets/submissions.pdf](http://www.g-mwater.com.au/downloads/Groundwater/Fact_Sheets/submissions.pdf) (or contact G-MW to arrange for a copy to be posted to you). Submissions must be lodged in writing by either mail or email to Ms Shelley Myrtle, Licensing Administration, PO Box 165, TATURA VIC 3616 or email [licensingadmin@g-mwater.com.au](mailto:licensingadmin@g-mwater.com.au)

# Application form

## Annexure 2 - Notification of Neighbors & Statutory Declaration



### PROFORMA FOR NOTIFICATION OF NEIGHBOURS

#### Application for a Licence to Construct Works (Bore) for a Licensable Purpose

I /We (print name/s) .....

Of (property address) .....

Intend to make application for: (Please tick the appropriate boxes for this application)

- A new Licence to Construct Works (bore/s) and once constructed:
  - The bore/s will be the subject of an application for a new Licence to Take and Use Groundwater for a maximum volume of.....ML/Year
  - The bore/s will be the subject of an application for a new Licence to Take and Use Groundwater for 0 ML and I/ we intend to apply to transfer .....ML of licensed entitlement from an existing licensee on a temporary or permanent basis
  - The bore/s will be the subject of an application to amend my/our existing Licence to Take and Use Groundwater to include the bore/s using existing entitlement of .....ML/Year OR seek additional licensed volume of.....ML/Year (delete non-applicable statement)

- An amendment to an existing Licence to Construct Works (bore/s) to:
  - Incorporate additional land(s) on the licence where the proposed bore may be constructed.
  - Alter the number of bores which may be constructed

The application is for .....bore/s to be constructed to a depth of .....metres.

The intended future purpose of groundwater extracted from the bore(s) will be (circle intended use)

*Irrigation / Commercial / Dairy washing /Other - please specify).....*

on land described as

Vol:.....Fol:.....Lot No:.....Plan No:.....Crown Allotment:.....Section:.....

Vol:.....Fol:.....Lot No:.....Plan No:.....Crown Allotment:.....Section:.....

Vol:.....Fol:.....Lot No:.....Plan No:.....Crown Allotment:.....Section:.....

Parish .....

Any person able to demonstrate that their interests will be affected by the issuing of this Licence including any intended groundwater use, is invited to make a formal submission setting out the nature of the impact within 14 days of receipt of this written notification.

Prior to making a submission please read the information available to download from [www.g-mwater.com.au/downloads/Groundwater/Fact\\_Sheets/submissions.pdf](http://www.g-mwater.com.au/downloads/Groundwater/Fact_Sheets/submissions.pdf) (or contact G-MW to arrange for a copy to be posted to you). Submissions must be lodged in writing by either mail or email to Ms Shelley Myrtle, Licensing Administration, PO Box 165, TATURA VIC 3616 or email [licensingadmin@g-mwater.com.au](mailto:licensingadmin@g-mwater.com.au)

# Application form

## Annexure 2 - Notification of Neighbors & Statutory Declaration



### STATUTORY DECLARATION

When notifications have been distributed please complete the statutory declaration below and attach to your application.

I / We.....

Of.....

in the State of Victoria do solemnly and sincerely declare that in the past 12 months I / we have given written notice to all neighbouring properties within a one kilometre radius of the proposed bore of my/our intention to make application for a Licence to Construct Works (Bore) from which it is intended to extract groundwater for a licensable purpose. The proposed bore will be located on land/s identified as:

Property address: .....

Vol: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Parish .....

And I / We make this solemn declaration, conscientiously believing the same to be true, and by virtue of the provisions of an Act of the Parliament of Victoria rendering persons making a false declaration punishable for wilful and corrupt perjury.

Declared at ..... in the State of Victoria this ..... day of .....

Two Thousand and .....

Applicant Signature(s) (All applicants are required to sign) .....

Before me (Authorised person)

Signature .....Print name: .....

Position: .....

(Position of person authorised to witness Statutory Declaration - see next page for list of authorised person)

# Application form

## Annexure 2 - Notification of Neighbours & Statutory Declaration



### PERSONS AUTHORISED TO WITNESS STATUTORY DECLARATIONS

A Justice of the Peace or a Bail Justice

A Notary Public

A Barrister or Solicitor of the Supreme Court

A clerk to a Barrister or Solicitor

The Prothonotary or a Deputy Prothonotary of the Supreme Court

The Registrar or a Deputy Registrar of the County court

The Principal Registrar of the Magistrates court

The Registrar of Probates or an Assistant Registrar of Probates

The Associate to a Judge of the Supreme Court or the County court

The Secretary of a Master of the Supreme Court of the County court

A person registered as a patent Attorney under Part XV of the Patents Act 1952 of the Commonwealth

A fellow of the Institute of Legal Executives (Victoria)

A member of the Police force

The Sheriff or a Deputy Sheriff

A member or former member of either House of the Parliament of Victoria

A member or former member of either House of the Parliament of the Commonwealth

A councillor of a municipality

A town clerk or shire secretary

A legal qualified medical practitioner

A dentist

A veterinary surgeon

A pharmacist

A principal in the teaching service

The manager of a bank

A member of the Institute of Chartered Accountants in Australia or the Australian Society of Accountants or the National Institute of Accountants

The secretary of a building society

A minister of religion authorised to celebrate marriages

A person who holds an office in the public service (of Victoria) that is prescribed as an office of which the holder may witness statutory declarations

# Application form

## Annexure 3 - Consent of Land Owner



### PROFORMA FOR CONSENT OF LAND OWNER

Applicants must provide consent from land owners if an application for a licence includes land owned by a party other than the proposed licensee/s.

I / We (print names): .....

Of (Postal Address): .....

being the legal owners of the land known as:

Property address: .....

Vol.: ..... Fol: ..... Lot No: ..... Plan No: ..... Crown Allotment: ..... Section:.....

Vol.: ..... Fol: ..... Lot No: ..... Plan No: ..... Crown Allotment: ..... Section:.....

Vol.: ..... Fol: ..... Lot No: ..... Plan No: ..... Crown Allotment: ..... Section:.....

Vol.: ..... Fol: ..... Lot No: ..... Plan No: ..... Crown Allotment: ..... Section:.....

Parish: .....

Authorise: .....

please include names of all Licence Holder(s)

of (Postal Address):.....

to access this land for the purpose of constructing works (bore/s).

Indicate Licence No: (if known).....

Signature(s) of all land owners.....

Print Name(s) .....

Date: .....

\*if land title(s) are in the name of a company or other legal entity, an authorised officer (eg Director) must sign and provide evidence of this authorisation (ie Company extract).