

APPLICATION CHECKLIST

Application for a Licence to Take and Use Groundwater and Operate Works

What is this application form for?

Use this form to make application for a licence to take and use groundwater and to operate works.

This application combines the requirements for:

- A Licence to Take and Use Water (Section 51 Water Act 1989) and
- A Licence to Operate Works (Section 67 Water Act 1989).
- An amendment to an existing Licence to Take and Use Water and Licence to Operate Works (Section 59 & 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 3601 or downloaded from 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. **Your application will be returned if it is ineligible or incomplete.**
- 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

Licence to Take and Use Groundwater and Operate Works



1. APPLICATION TYPE

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

Licence to Take and Use Water and Licence to Operate Works

Please provide the Licence to Construct Works (Bore) number (if known)

Amend existing Licence to Take and Use Water and Licence to Operate Works - No

Amendment Type (please tick one or more boxes)

Increase licence entitlement volume

Decrease licence entitlement volume

Add additional land to licence

Remove land or bore/s from licence

Amend the authorised purpose of the licence

Add new or replacement bore/s to licence

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. DESCRIPTION OF LAND TO BE LICENCED INCLUDING:

(i) LAND ON WHICH THE BORE/S ARE LOCATED AND (ii) LAND WHERE WATER IS TO BE TAKEN & USED

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 1 - Consent of Landowners* (attached).

Application form

Licence to Take and Use Groundwater and Operate Works



4. PROPOSED USE/S OF WATER

- Irrigation (area to be irrigated(ha)
- Dairy washdown/cooling
- Commercial or Industrial use*
- De-Watering (salinity, excavation etc)
- Communal Domestic and Stock (number of residences.....)
- Urban Supply*

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

5. BORE DETAILS (Bore numbers can be found on the Licence to Construct Works)

Bore No (s) to be licensed:

Bore No (s) to be removed from current licence:

Licence number for Licence to Construct Works (if known)

Year constructed:

Note: This information will be listed on the bore completion report issued by the driller when the bore was constructed. A copy of this report can be obtained from your nominated driller.

6. REQUESTED LICENSED VOLUME

Please indicate whether this application is for a new volume or is to increase/decrease your existing volume.

Bore	Bore No	Proposed extraction Rate (ML/day)	ML/ Year Volume Requested	Use type
1			New:..... Increase: Decrease:	
2			New:..... Increase: Decrease:	
3			New:..... Increase: Decrease:	
4			New:..... Increase: Decrease:	

New Total Volume..... (ML/Year)

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7. IRRIGATION DEVELOPMENT GUIDELINES

Please tick the most appropriate statement for your application:

- The water will be used on land where there has 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.

8. 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 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.g-mwater.com.au

Application form

Licence to Take and Use Groundwater
and Operate Works



Credit Card Payment Authority

Applicant/company name:

Payment for Application - Licence to Take and Use Water and Operate Works

CREDIT CARD DETAILS

Please tick (✓) appropriate card:

CREDIT CARD DETAILS:

MasterCard

Visa

Card No

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

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

Application form

Licence to Take and Use Groundwater and Operate Works



General information and explanatory notes (retain for future reference)

Why do I need a Licence to Take and Use Groundwater and Operate Works?

Under the provisions of the Water Act 1989, any person who wishes to take and use groundwater other than solely for domestic and/or stock purposes must first obtain a licence to take and use water and operate the groundwater works.

What does a Licence to Take and Use Water and a Licence to Operate Works authorise?

A Licence to Take and Use groundwater authorises the licensee to extract groundwater and use it for irrigation, commercial or other licensable purposes. A licence to operate works authorises the licensee to operate the specified groundwater bore/s for the purpose of extracting water.

What types of water use are licensable?

A licence is required if you intend to use the water for irrigation or for supplying a dairy shed, feedlot, piggeries or poultry farm. A licence is also required if the water is to be used on recreational or sporting fields or in conjunction with the operation of a commercial business or premises. This includes mining, aquaculture, water bottling, the provision of guest accommodation and watering commercial grounds or gardens.

Is a licence issued for a fixed term?

Licences are generally issued for a term of 5 years, but in some areas, licences are issued for a period of up to 15 years. Licensees may apply to renew a licence by submitting an application prior to the expiry date. G-MW will notify licensees six months prior to the licence expiring that the licence is due to expire and will request the submission of an application to renew the licence. Approval of an application to renew a licence is not automatic and is subject to an assessment by G-MW. If during the term of a licence an application to amend the licence is approved, the amended licence will only be issued for the remainder of the original term.

Does a bore need to be constructed before I apply for a Licence to Take and Use Water?

If you wish to access groundwater for any licensable purpose you will need to have access to an existing bore prior to making application for a Licence to take and use water. If you do not have access to a bore and would like to construct a bore it is important to be aware that the process of constructing a bore can be costly and time consuming. G-MW recommends that you fully investigate the potential for groundwater in your area prior to making application. Should you decide to construct a bore you must make application for a Licence to Construct Works prior to engaging a driller to carry out the work. Application forms can be downloaded from the G-MW website or are available by contacting the Licensing Unit on 1800 013 357. For information about groundwater availability in your area you can visit www.ourwater.vic.gov.au/environment/groundwater or contact G-MW.

Are there limits or restrictions on accessing groundwater?

Water Supply Protection Areas (WSPAs) and Groundwater Management Areas (GMAs) have been established in locations where groundwater has been, or has the potential to be, intensively developed. Groundwater management plans or local management rules apply in these areas to ensure that groundwater is managed sustainably. In these areas licence entitlement is 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 you can only access new groundwater entitlement by trading water from another licensee in the area.

You are urged to contact 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, please refer to the G-MW website at www.g-mwater.com.au/water-resources/ground-water

Do I have to advertise my application in the newspaper 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 at the end of these notes.

Application form

Licence to Take and Use Groundwater and Operate Works



What does the application fee cover?

Application fees fund the full cost of undertaking a licence assessment in accordance with G-MW's obligations under the *Water Act 1989*. This includes administering the application, undertaking a site inspection and reviewing any submissions made in relation to your application. In many cases a technical assessment may be required to determine if extraction of groundwater may have any adverse impacts on other groundwater users in your area or the environment. The costs of technical investigations are borne by the applicant.

The application fee structure varies depending upon the volume requested. This is because the assessment procedures for higher volume applications require additional work to be undertaken. If your licence is approved it will be recorded in the Victorian Water Register and you will receive a copy of the licence document.

Are there ongoing costs associated with having a Licence?

Yes, a Licence to Take and Use Water is subject to annual fixed charges, issued by G-MW in July each year. For details about which charges will apply to your licence, please contact the Licensing Unit.

Do I have to pay for the entitlement issued under the new Licence?

Yes, a one-off capital charge applies to new licence entitlements issued by G-MW or where approval is given to increase an existing licence entitlement.

Note: Applications for new or increased licence volumes in the Shepparton Irrigation Region Water Supply Protection Area are not subject to payment of the capital charge. This is because extraction of groundwater under these licences is also encouraged as a salinity control measure.

What is Capital Charge used for?

Revenue generated by the capital charge is used by G-MW to fund groundwater resource planning activities. This includes the development of Groundwater Management Plans, groundwater resource planning and assessment and the establishment of groundwater monitoring networks to ensure the groundwater resources are managed in a sustainable manner.

How is the Capital Charge calculated?

The current capital charge for a new (or increased) licence entitlement is calculated at the rate of \$143.00 per megalitre for 2011/2012. Charges are reviewed annually.

If new licence entitlement is not being issued in my area can I get access to an entitlement?

In some areas, you may be able to purchase existing entitlement from another licensee who does not wish to utilise their full entitlement volume.

In this case you will need to purchase entitlement from an existing licence holder and make application for a temporary or permanent transfer of the licence volume. You will also need to make application for a Licence to Take and Use Groundwater and Operate Works with an entitlement volume of zero.

For more information about groundwater trading in your area you can contact your local water broker or visit: www.g-mwater.com.au/water-resources/ground-water/transferofwaterentitlements

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. There may be delays if you are required to engage a consultant to conduct a technical assessment in support of your application. G-MW can not make a decision in relation to an application until all relevant information is received. If delays are expected you will be notified by G-MW. When the decision has been made to your application you will 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

Licence to Take and Use Groundwater
and Operate Works



Assistance with completing the application form

This application form is required to be completed when apply for a new licence or to amend an existing licence. It combines the requirements for:

- Licence to Take and Use Water (Section 51, Water Act 1989) and
- Licence to Operate Works (Section 67, Water Act 1989).

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 3601 or 1800 013 357 (free call from most fixed line phones)
Facsimile: (03) 5824 5815
Email: licensingadmin@g-mwater.com.au

Question 1 - Please indicate type of Application

It is important to indicate whether you applying for a new licence or to amend an existing licence. If the application is for an amendment to an existing licence the reason for the amendment should be nominated by ticking the appropriate box.

Question 2 - Applicant/s details

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

Question 3 - Description of land on which the bore/s are located and water to be taken and used

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 will not be accepted.

An example of an acceptable Registered Search Statement is attached.

How can I obtain a copy of my land title/s?

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 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 4 - Proposed use of water

Applicants must provide details on the intended use of the water being extracted. This information will be used as part of the licence application assessment process. In some cases commercial licence applications require a planning permit from local government. Licence applications for urban supply are subject to additional application requirements - please contact the Licensing Unit prior to making application for further information.

Application form

Licence to Take and Use Groundwater and Operate Works



Question 5 - Bore Details

Applicants must provide details about the new or replacement bore/s to be licensed. The number of bore/s to be included, added or removed from the licence must be listed. If the licence number for the licence issued to construct the works is known it should be noted on the form. If not, applicants should provide any known details about the year of construction.

A Bore Completion Report will have been issued upon completion of the construction of your bore. This report must be submitted to G-MW before an application to licence the bore can be considered as it contains important information about your bore. Please contact your driller if you do not have a copy of the Bore Completion Report.

Question 6 - Requested Licensed Volume

Please provide details of the volume of water sought for this application. In determining 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.

Question 7 - Irrigation Development Guidelines

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 previously subject to irrigation
- An application to increase the annual use limit on the land in the current licence, or;
- An application to increase the area allowed to be irrigated in the current licence.

You will be contacted if the Irrigation Development Guidelines apply.

Question 8 - 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 internet service at 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).

Application form

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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 : 888888888888E

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

Licence to Take and Use Groundwater and Operate Works



Additional Application Requirements: Advertising and Notifications

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

Proforma documents are provided to use when advertising in newspapers and preparing 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 Take and Use Groundwater/ Operate Works if:

- The licence volume sought in the application is 20ML or greater, or
- The licence volume sought in the application is 0ML and the applicant intends to transfer a volume of 20ML or greater from an existing licensee on a temporary or permanent basis, or
- The application is to increase the volume of a current licence, and the total licensed volume after the increase will be 20ML or greater

If you have advertised an intention to construct works and extract groundwater as part of an application for a Licence to Construct Works within the last 12 months, further advertising will not be required for this application providing the entitlement volume and land description has not changed.

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 submitted with your 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. For applications to amend existing licences, notification is only required where the application is to either: increase the licence volume or add a new bore to the licence.

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 Requirements



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 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 Take and Use Groundwater and Operate Works

I/ We(print name)

of (property address).....

intend to make an application to Goulburn-Murray Water: (Please tick the appropriate boxes for this application)

- For a new Licence to Take and Use Groundwater and Operate Works and,
 - the volume sought in the application is.....ML/Year, OR
 - the volume sought in the application is 0 ML, and I/we intend to apply to transfer a volume of.....ML from an existing licensee/s on a temporary or permanent basis
- To amend my/our existing Licence to Take and Use Groundwater and Operate Works to increase the licensed volume fromML toML

The application is to extract groundwater from an existing bore constructed to a depth ofmetres for the purpose of: (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 (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

Application form

Annexure 2 - Notification of Neighbours & Statutory Declaration



PROFORMA FOR NOTIFICATION OF NEIGHBOURS

Application for a Licence to Take and Use Groundwater and Operate Works

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 Take and Use Groundwater and Operate Works and:

- the volume sought in the application is.....ML/Year, OR
- the volume sought in the application is 0 ML, and I/we intend to apply to transfer a volume of.....ML from an existing licensee on a temporary or permanent basis

An amendment to an existing Licence to Take and Use Groundwater and Operate Works to:

- increase the licensed volume fromML toML.
- add a new bore to the licence to extract existing licensed volume of.....ML/ year

The application is to extract groundwater from a bore constructed to a depth ofmetres for the purpose of: (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:.....
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 (or contact G-MW to arrange for a copy to be posted to you)

Only written submissions will be accepted. Submissions can be lodged by mail or email to Ms Shelley Myrtle, Licensing Administration, PO Box 165, TATURA VIC 3616 or email licensingadmin@g-mwater.com.au

Application form

Annexure 2 - Notification of Neighbours & 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 bore of my/our intention to make application for a Licence to Take and Use Groundwater and Operate Works to extract groundwater for licensable purposes. The bore is located on land 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 from 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 operating works (bore/s) and extracting/using groundwater.

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).