



VicSmart Application Form

- This application form and supporting information will give Goulburn-Murray Water (GMW) the opportunity to provide a formal response to the VicSmart application. The applicant will then be able to submit GMW's response to council with a formal VicSmart application.
- Before completing this form, please ensure you have contacted your local council to confirm that a VicSmart Application is applicable for your proposal.
- Please note upon review, GMW may not assess your proposal as a VicSmart application. GMW may direct you to make application for a Planning Permit through the relevant council.

Application Check List

- Complete the form in full ensuring all relevant information is provided.
- Attach a copy of the relevant Certificate of Title/s (Registered Search Statement & Plan) produced within the last three months for all land/s.
- Include layout plan/site map.
- Email the application form and any required documentation to planning.referrals@gmwater.com.au

Please note that incorrect/incomplete information may result in delays in your request being processed and/or refused.

Assistance with completing the application form

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

If you need further assistance email Statutory Planning between 8.00am and 4.45pm Monday to Friday to planning.referrals@gmwater.com.au

SECTION 1 - Applicant/s Details

Name:

Organisation (if any):

Postal Address:

..... Post Code:

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

Email:

Do you act for the: Owner Consultant Agent/Other

Details of pre application meeting with council (if applicable)

Council Name:

Planning Officer:

Date:

Council Reference:

SECTION 2 – Description of the Proposal

Please provide a brief explanation of the proposal (e.g. 'new shed' or 'extension to existing shed')

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SECTION 3. Subject Property Address

Property Address:

Land size: ha or m²

Volume	Folio	Lot Number	Plan Number	Crown Allotment	Section	Parish/Township
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SECTION 4. Documents Required

GMW will require the following information to enable your request to be processed:

- Attach a copy of the relevant Certificate of Title/s (Registered Search Statement & Plan) produced within the last three months for all land/s. The Certificate of Title should include full information of any covenants or restrictions on the title and a plan or diagram showing the lot layout and dimensions.
- Layout plan/site map, clearly showing:
 - Location, shape and size of the site
 - The location of any existing buildings onsite
 - Proximity of any waterways, drainage lines, bores or dams on/near the site and the distance from these to the proposed development
 - The location of septic tank(s) and wastewater disposal area(s) (if applicable and if known)
- Any design plans for the proposal

Protecting your privacy Goulburn-Murray Water (GMW) protects your privacy by collecting and handling your personal information in accordance with the requirements of the Privacy & Data Protection Act 2014. Your personal information is collected on this form and will be used for the purpose of administering this application and updating our records. Information collected is usually disclosed to staff involved in processing your application, contractors, connection staff and other relevant GMW staff. Failure to provide the information sought may result in processing delays or non-acceptance of your application. It may also limit our ability to be able to provide various programs or services. You may gain access to and correct your personal information. For further information please refer to our Privacy Policy at www.gmwater.com.au or call 1800 013 357 to obtain a copy of this policy.

Example Site Map

