

Renewing a Surface Water Licence to Take and Use Water/ Operate Works

Your licence has a limited tenure of either 5 years or up to 15 years
To continue to hold the licence you must apply to renew before the expiry date
If you do not wish to renew your licence you must surrender your licence

Why do I have to apply to renew my licence?

Your licence to Take and Use Water and Operate Works was issued for a fixed term. Under the provisions of sections 58 and 72 of the *Water Act 1989*, the holder/s of the licence, before the expiry of the licence, make application to renew the licence.

When does my current licence expire?

The expiry date is listed on your licence. If you wish to retain the right to take and use water under the licence after the date, you must make application to renew the licence. If you do not make application to renew the licence prior to the expiry date the licence will lapse and GMW will formally cancel the licence.

How do I renew my licence?

GMW will send you a licence renewal form in the first few months of the year the licence is due to expire. You will need to complete and return the application form and pay the renewal fee. If you are planning to be away during that period please contact GMW to make alternative arrangements.

Why is there a fee to renew my licence?

The fee covers the cost of the administrative and on-site inspection works required to assess your renewal application as outlined under the *Water Act 1989*. This application fee is NOT your annual fixed charges, it is solely to cover the cost of undertaking the licence renewal assessment.

What happens after I lodge my application?

After you lodge your application GMW will notify you in writing that it has been received. The timeframe to complete an assessment will vary depending on the number of applications received. GMW will contact you to arrange to inspect your property and the licensed works at a time convenient to you.

The inspector will record information about the licensed land area, the works (pump etc) used to extract water and obtain information about the current extraction and use of water. Following the inspection a report will be prepared and submitted for approval.

Upon approval, you will be notified in writing and receive copies of your new licence documents. If an application cannot be approved you will be contacted to discuss the issues preventing approval. Application fees are not refundable if an application is refused.

How long will my new licence a Licence valid for?

Your new licence will generally be valid for the same term as the previous licence. Licences issued by GMW are generally valid for a period of up to 15 years but in some area's the term is 5 years.

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 GMW in July each year.

What if the ownership of the licence has changed?

If the ownership of your property has changed and the licence is still in the name of the previous owner you must apply to transfer the licence to the new owner. An application form will be forwarded to you if GMW has received notice of this change.

If you have not received a transfer application form you can download a surfacewater licence transfer application at: www.GMWater.com.au/customer-services/forms

You should ensure the form is completed and signed by the current and proposed licence holders and returned with your licence renewal application. If both applications are submitted together, there is no additional fee for the transfer application.

What if the licence holder/s are deceased?

In this instance, a licence can be usually be update should one of the surviving licence holders provides us with a death certificate, will or copy of probate. If all licence holders are deceased, the executor's of the estate will need to arrange to formally transfer the licence and provide copy of the will or probate documents.

What if I no longer need a licence?

If you no longer have a requirement for the licence you can nominate on the renewal application form that you wish to surrender the licence. There is no fee for cancellation, but any outstanding charges must be paid before a licence can be cancelled. Contact GMW prior to cancelling a licence as you may be able to trade the water.

If I cancel my licence, what happens to my water entitlement?

In some areas, you may be able to trade your water entitlement to another licence holder prior to cancelling your licence. Approval of any application to trade water is subject to a range of trading rules and requires a water resource assessment. For more information contact the Licensing Unit.

More Information

Contact GMW on 1800 013 357 or email licensingadmin@G-MWater.com.au for more information or assistance with completing your application form.