

## Department of Primary Industries Parks Water and Environment

### Application for a Permit to Undertake Well Works or to Vary an Existing Well Works Permit

Under the Water Management Act 1999 (the Act), a person must not cause or allow well works to be undertaken without a Well Works Permit. Use this Application form to apply for a Well Works Permit under Section 135A of the Act.

In certain circumstances well works may be exempt from the requirement to hold a permit. Before commencing any work it is recommended you contact a Regional Water Management Officer at your local DPIPWE office to determine if your proposed works is exempt or requires a permit.

There are extensive details on the well works permitting process and associated requirements on the Department's web site: <http://dpiipwe.tas.gov.au/water/groundwater/well-works-permits>. Alternatively, for further information you should contact your local Regional Water Management Officer or engage a professional consultant to provide advice. Contact details for these are also available on the web site listed above.

#### Steps to Completing this Form to Apply for a Well Works Permit

- 1. If the form is being completed by a company or a partnership** then all members of the company Partnership / Joint Venture must also complete a Membership Details Form and attach it to this Notice. A [company information and application to record a nominated natural person](http://dpiipwe.tas.gov.au/water/water-management-forms) is available from the DPIPWE web site: <http://dpiipwe.tas.gov.au/water/water-management-forms>. This page also has the application form to [record a nominated natural person on behalf of a joint client](http://dpiipwe.tas.gov.au/water/water-management-forms).
- 2. Complete all the information in this application form**
  - Section 1 deals with the type of permit being sought. Is it a permit to construct a new well or to repair or decommission an existing well. Information on existing wells is available from the Department's groundwater portal at <http://wrt.tas.gov.au/groundwater-info/>
  - Section 2 deals with details of the applicant; who they are, and how to contact them. As mentioned above, if the application is being made by a company or partnership then a separate form containing details of the company or members of the partnership must also be completed and submitted with this application.
  - Section 3 deals with details of the property and where on the property the well is to be constructed. The applicant can either sketch a map in the space provided or use the [LIST Map](#) to prepare a map of the location of the proposed works. Note that when providing coordinates the GDA 94 datum should be used. These can be found in the bottom left hand corner of the map window.
  - Section 4 deals with proposed use of the water from the well.
  - Section 5 deals with the volume of water intended to be taken from the well.
  - Section 6 deals with the details of any existing water licence and allocation that may be used to take water from the existing well.
  - Section 7 deals with the construction techniques and specifications for the proposed well works
  - Section 8 deals with details of any existing wells and only needs to be filled in if you are undertaking works on an existing well. Information on existing wells is available from the DPIPWE web site from <http://wrt.tas.gov.au/groundwater-info/>
  - Section 9 seeks information on the licensed driller that will be undertaking the well works so that the Department can contact them for additional information if required.
  - Section 10 needs only be completed if a consultant has been engaged to undertake any additional information in relation to the application so that the Department can contact them for additional information if required.
  - Section 11 is the declaration by the applicant and identifies the prescribed fee that must be paid
- 3. Sign the declaration** set out in section 11
- 4. Submit the completed and signed application form**

There are two options for submitting the completed application form;

  - Post the completed application form with the prescribed fee in the form of a cheque or money order made payable to DPIPWE to:  
DPIPWE, Water Management & Assessment Branch, PO Box 44, Hobart TAS 7001,  
or
  - Lodge the completed application form, with the prescribed fee, at any Service Tasmania outlet.

Item Code 8923025069	Water Mgt Application Fees
STAS Code 931 8923025069	Water Mgt Application Fees



**Water Management Act 1999**  
**APPLICATION FOR A WELL WORKS PERMIT** (pursuant to Section 135A)  
**APPLICATION FOR A VARIATION OF A WELL WORKS PERMIT**  
 (pursuant to Section 135F)

(Please note: This application form is effective from 1 July 2019 to 30 June 2020)

**Section 1: Type of Permit Required**

**New Well Works Permit**

New Well Replacement Well  
 Alteration of Existing Well ID Number: .....  
 Decommissioning an existing well ID Number: .....

**Variation to and existing Well Works Permit** ID Number: .....

Details of variation: .....

**Section 2: Details of Individual or Company Seeking Well Works Permit**

Full Name: ..... Contact Name:(if company) .....  
 Address: .....  
 DOB: .....Contact No: .....Email:.....

**Section 3: Details of Property and Location of Proposed Works**

Property address: .....  
 PID (Unique Property Identifier): ..... Eastings: ..... Northings: ..... (Datum : GDA94)

Map attached - Attach a location map with the location of the proposed works clearly marked  
 Map Sketch - in space provided below sketch a map with the works location clearly marked  
**Please note: Map should indicate proposed works location, major landmarks, road names, etc**

#### Section 4: Proposed Use

**Applicant must provide details as to the type of well and how the groundwater is to be used.**

Domestic and/or stock ..... Town Water Supply  
Commercial Irrigation (area approx. .... ha) ..... Industrial (industry type.....)  
Investigation (attach details of program ..... Observation/Monitoring (attach details of program .....  
Other: .....

#### Section 5: Proposed Volume to be taken (not required for investigation or observation wells)

Nature of use / purpose of water: .....  
Proposed extraction rate (per day): ..... (litres/second) ..... Proposed extraction volume (per year): ..... (ML)  
Name of water source/aquifer (if known): .....

#### Section 6: Details of Existing Water Licence (complete if applicant already holds a Water Licence

Name of Licensee: .....  
Water Licence Number: ..... Water allocation Number: .....

#### Section 7: Details of Proposed Construction of New Well (if applicable)

**Applicant must provide details as to the type of well and how the groundwater is to be used.**

Drilled (bore) ..... Excavation (e.g. Dug well) ..... Spearpoint ..... Improved Spring .....  
Other.....  
Maximum depth (if known) of proposed well: .....m ..... Proposed diameter (if known) of proposed well: ..... mm  
Proposed casing material (if known): .....

#### Section 8: Details of Well to be altered or replaced (if applicable)

Bore ID Number: ..... Previous Well Works Permit: .....  
Depth of old well: ..... metres ..... Year of construction: .....  
Present use of well: .....  
Reason for replacement or alteration: .....  
.....

**Note: Replaced wells are to be decommissioned by a licensed driller.**

#### Section 9: Details of Licensed Driller to Undertake Construction (if known)

Full Name (Company or individual): ..... Phone number: .....  
Driller's licence Number (if known): ..... Email: .....

#### Section 10: Details of Consultant (complete if a consultant has been engaged to supervise the construction)

Full Name (Company or individual): .....  
Phone Number: ..... Email: .....

#### Section 11: Applicant's Declaration

**I enclose payment of: (please tick)**

- \$306.18** Application for Well Works Permit  
 **\$174.96** Application for Variation of a Well Works Permit

**I declare that all particulars provided above are true in every respect.**

.....  
Signature of applicant ..... date ..... Signature of applicant ..... date .....

### Personal Information and Privacy Statement

Personal information will be collected from you for the purpose of managing Tasmania's water resource and will be used by DPIPWE for assessing, considering, advising upon, managing and/or determining the relevant application and may be used for other purposes permitted by the *Water Management Act 1999* and regulations made under this Act.

You are required to provide this information by the *Water Management Act 1999* and regulations made under this Act. Failure to provide this information may result in your application not being able to be processed or the service not being able to be provided.

Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to contractors and agents of the Water & Marine Resources Division, law enforcement agencies, courts and other organisations authorised to collect it.

Your basic personal information may be disclosed to other public sector bodies where necessary, for the efficient storage and use of the information.

Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to DPIPWE. You may be charged a fee for this service.