

Confirm intention to not take water for up to six months

To comply with Clause 244A (3) of the *Water Management Regulation (General) 2018*, you must submit this form to let us know that you do not intend to take licensed water for up to six months which makes you exempt from recording and reporting requirements for that period.

If you later decide to take water during this time, you must record and report your water take as normal.



This form, once completed and submitted, is valid for up to six months only or until the end of the water year (30 June), whichever date comes first. You will need to submit an additional form after this expiry date if you wish to continue to pause your water take.

What you need to do

Please complete the form with a black/blue ink pen and use BLOCK letters. You can also type directly in this form. Once completed, please print and sign the form.

Submit your application form

- by post to **WaterNSW, PO Box 398, Parramatta NSW 2124**, or
- email a scanned copy to **Customer.Helpdesk@waternsw.com.au**

Privacy statement

The personal information you provide on this form will be used and protected in accordance with the WaterNSW Privacy policy. It is being collected by WaterNSW and will be used for purposes related to assessing and processing your application, or in connection with the operation of any approval granted, or for research-related purposes such as customer surveys. It may be used from time to time to contact you about services WaterNSW provides.

WaterNSW will not disclose your personal information to anybody else unless authorised by law. The provision of this information is voluntary. However, if you choose not to provide the requested information, we will not be able to process your application. You have the right to request access to, and correct details of, your personal information held by WaterNSW. Further information regarding privacy can be obtained from our website at waternsw.com.au

If an approval is granted, the *Water Management Act 2000* requires that various details relating to the approval are to be recorded in the Register of Water Approvals kept by the Minister. Information recorded in the register is publicly available.

Offences and penalties

It is an offence, under section 344 of the *Water Management Act 2000*, to make a statement that you know to be false or misleading in, or in connection with, this application.

A corporation found guilty of an offence against section 344 is liable to a penalty not exceeding \$2.002 million. An individual found guilty of an offence against section 344 is liable to a penalty not exceeding \$500,500. An access licence or approval may be suspended or cancelled under the *Water Management Act 2000* in certain circumstances. These include if the holder of the licence or approval is convicted of an offence under that Act.

Section A: Time period that you will not take water

A1 Starting month and year

A1 Ending month and year

Section B: Authority holder details

B1 Authority holder name

B2 Mobile phone

B3 Email

B4 Work approval number e.g. 50CA000001

B5 Water access licence number e.g. 50AL000001

B6 Meter site ID and extraction site ID (ESID)

B7 Water type e.g. Regulated, unregulated or groundwater

Section C: Signature of authority holder



The below must be signed by the authority holder who acknowledges that all information contain in this form is true and accurate.

Signature

Date

Need help?

If you need further assistance, please contact our Customer Service Centre on [1300 662 077](tel:1300662077), Monday to Friday between 8am-5pm or email Customer.Helpdesk@waternsw.com.au

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