

## New domestic waterfront licence application

Use this form to apply for a new domestic waterfront licence.

### Fee

\$626.00 - For further information please refer to the NSW Department of Planning, Industry & Environment—Crown Lands website.

### Contact us

For more information, please contact us at:

NSW Department of Planning, Industry & Environment—Crown Lands  
PO Box 2155  
DANGAR NSW 2309

Phone: 1300 886 235

Fax: 02 4925 3517

Email: [waterfront.tenures@crowmland.nsw.gov.au](mailto:waterfront.tenures@crowmland.nsw.gov.au)

Web: [industry.nsw.gov.au/lands](http://industry.nsw.gov.au/lands)

### Privacy statement

The personal information you provide on this form is subject to the Privacy & Personal Information Protection Act 1989. It is being collected by NSW Department of Industry and will be used for purposes related to this application. NSW Department of Planning, Industry & Environment will not disclose your personal information to anybody else unless authorised by law. The provision of this information is voluntary or required to be supplied. If you choose not to provide the requested information we may not be able to process this application. You have the right to request access to, and correct details of, your personal information held by the department. Further information regarding privacy can be obtained from the NSW Department of Planning, Industry & Environment website at [www.industry.nsw.gov.au/legal/privacy](http://www.industry.nsw.gov.au/legal/privacy)

## Applicant one details

Salutation	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other:
First name	
Surname	
Email	
Residential address	
Postal address	
Daytime contact	
Mobile	
Fax	

### APPLICANT INFORMATION

Have you ever been declared bankrupt or sought protection from any bankruptcy laws?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted anywhere in Australia or overseas of an offence that resulted in at least 12 months imprisonment?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have responded 'yes' to the above questions, please attach further information with your application.

## Applicant two details

Salutation	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other:
First name	
Surname	
Email	
Residential address	
Postal address	

<b>Daytime contact</b>	
<b>Mobile</b>	
<b>Fax</b>	

**APPLICANT INFORMATION**

Have you ever been declared bankrupt or sought protection from any bankruptcy laws?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted anywhere in Australia or overseas of an offence that resulted in at least 12 months imprisonment?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have responded 'yes' to the above questions, please attach further information with your application.

## Company details

Please only complete if applicant is a company\*

<b>Organisation name</b>	
<b>Contact person</b>	
<b>Email</b>	
<b>ABN/ACN</b>	
<b>Address</b>	
<b>Postal address</b>	
<b>Daytime contact</b>	
<b>Mobile</b>	
<b>Fax</b>	

**APPLICANT INFORMATION**

Have any of the currently appointed directors and/or company secretaries ever been registered as banned & Disqualified Individuals with the Australian Securities and Investment Commission (ASIC)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Have any of the currently appointed directors and/or company secretaries even been disqualified from managing corporations under Part 2d.6 of the <i>Corporations Act 2001</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has this entity or any affiliated entities, ever entered into voluntary administration, receivership, liquidation or insolvency?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If applicant is a company, a current company search with details of the directors is to be lodged with this application.

If you have responded 'yes' to the above questions, please attach further information with your application.

## Particulars of adjoining freehold land

<b>Lot/section/DP</b>	
<b>Parish/county</b>	
<b>Local Govt. Area</b>	
<b>Locality/street address</b>	

## Crown lands details

General text description of land—provide portion number, Parish and County if known

## Proposed use of Crown land

Usage/structure/s insert particulars of existing and proposed structures

## Declaration—up to two parties

I	
and I	
declare that: <ul style="list-style-type: none"> <li>I am over 18 years of age</li> <li>the information given in this application is true and correct and I have not withheld any information likely to affect the success of my application.</li> </ul>	
Signature	
Date	
Signature	
Date	

## Supporting documentation checklist

The following documentation is required for a new licence or following completion of construction works for structures not yet constructed and that have been authorised for construction by council and/or the department

- Photographs showing the current structure/s and area below the mean high water mark. The photos should be recent and taken so as to **show the whole frontage** and all structures presumed to be on public land. They should be taken at high tide and at low tide, and from offshore—if practicable—facing the property and similarly from onshore facing the water. If a boatshed forms part of the occupation, several photos of the interior are also required.
- A copy of a recent *identification survey* that is no older than two years, prepared by a registered surveyor. The plan must plot to scale and detail the dimensions and the type of all existing structures, including any reclaimed area and any free standing piles below the mean high water mark. The survey is to specifically show the position of the deed mean high water mark in relation to the registered deposited plan boundaries. Please include the calculated areas for each structure / area below the mean high water mark.

## Lodgement

Email the completed form to: [waterfront.tenures@crowland.nsw.gov.au](mailto:waterfront.tenures@crowland.nsw.gov.au)

Include fee payment - Cheque or Money Order payable to the Department of Planning, Industry & Environment—Crown Lands and mail to, PO Box 2155, DANGAR NSW 2309

Office use only – Refer to the Receipting and Referrals Codes Document					
<input type="checkbox"/> BCD	<input type="checkbox"/> BCN	<input type="checkbox"/> DO	Code	Account Number	
Fee Paid		Receipt Number		TRIM	
Checked by		Date			

