

**Department of Primary Industries Parks Water  
and Environment**  
**Application to Subdivide an Existing Water Allocation**

Use this form to apply to subdivide an existing water allocation on a Water Licence.

If you have an existing Water licence with an allocation and wish to transfer only part of that allocation to another person you must first subdivide the allocation into two or more separate allocations so that one can be transferred while the other remains on your licence.

The only detail that can be changed using this form is the period amount. The take period, surety and purpose will remain the same for all of the allocations.

If, once the allocation has been subdivided, you intend to move the offtake point of one of the new allocations then you must complete the [application form to change the offtake of an existing water allocation](#).

If you have any questions about what is required or wish to discuss options it is recommended you contact the Water Licensing section of the Water Management and Assessment Branch of DPIPWE on 61653010

There are extensive details on water licensing on the Department's web site: <http://dpiipwe.tas.gov.au/water>

**Steps to Completing this Form**

1. **Complete the Applicant details.** These are the details of the existing licence holder and are set out at the top of your Water Licence .
2. **Complete the details of the water allocation to be subdivided.** Here you need to identify the water allocation number, this is set out above the allocation on your Water Licence. You must also state the how you want the allocation to be split and obviously the total period amount of the two new allocations must equal the period amount of the original allocation.
3. **Submit the completed and signed Application.** There are two options for submitting the completed application ;
  - Post the completed application to:  
DPIPWE, Water Management & Assessment Branch, PO Box 44, Hobart TAS 7001  
or
  - Lodge the completed application at any Service Tasmania outlet.

Personal information will be collected from you for the purpose of managing Tasmania's water resource and will be used by DPIPWE for purposes permitted by the Water Management Act 1999 and regulations made under this Act. Under the Water Management Act 1999, a person must not furnish information to the Minister, a water entity or an authorised officer that is false or misleading in a material particular. 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 Agriculture and Water 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.



**Water Management Act 1999**  
**APPLICATION TO SUBDIVIDE A WATER ALLOCATION**

*(pursuant to Section 69(2))*

*(Please note: This application form is effective from 1 July 2020 to 30 June 2021)*

**Licence Holder:**

Full Names: .....
ABN: (if applicable).....ACN: (if applicable).....
Address: .....
Phone No: ..... Email:.....
Signed: .....Date: .....

**Subdivide allocations on Water Licence No .....**

Allocation Number	Current Period Amount (ML)	New Allocation 1 Proposed Period Amount (ML)	New Allocation 2 Proposed Period Amount (ML)

**Note: This application does not require an application fee.**