

Request for flood work pre-application meeting

Before you submit your application for a flood work approval, please complete this form to have a pre-application meeting with a water regulation officer.

To schedule the meeting, indicate your preferred date/s below and we will contact you to confirm.

Alternatively, you can [book a meeting online](#) and indicate you have done so below.

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, you can submit the form.

Submit your form

- email a scanned copy to Customer.Helpdesk@waternsw.com.au

A reply will be emailed to you informing you that your form has been received and forwarded to the relevant WaterNSW team member.

Section A: Applicant details

A1 Title (Mr, Mrs, Ms)	A2 Surname	
A3 Given name(s)		
A4 Postal address		
A5 Suburb	A6 State	A7 Postcode
A8 Phone	A9 Mobile phone	
A10 Email		
A11 Property where work/s will be located		
A12 I have booked a meeting online <input type="checkbox"/> Yes <input type="checkbox"/> No		
A13 If yes, please indicate the date and meeting time you have booked below		
A14 If no, please provide two preferred dates and times for your meeting		
<p>*Note meetings are scheduled for 30 minutes Monday to Friday, between 9am – 2pm. Available timeslots may vary between each WaterNSW office. For more information, please visit our licensing webpage.</p>		

Disclaimer

Whilst WaterNSW may provide you with general information about the planning process, and that may include referring you to legislation, planning instruments and other planning policies, we cannot give you advice about how you should, or can, develop your land, and cannot give you an indication whether any proposal will be granted development consent. You may wish to seek further advice from an appropriately qualified and experienced professional.

Privacy statement

The personal information you provide on this form will be used and protected in accordance with 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.

Need help?

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

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