



## Description of Form

This form is used to apply for a Domestic Waterfront Licence (new construction).

Note: All applications are considered on their own merits. No guarantee will be given as to the outcome of any application under the provisions of the Crown Land Act 1989.

## Fee

\$438.40 - For further information on fees please refer to the [Fee schedule](#) on the NSW Department of Industry - Lands website.

## Contact Us

For more information, please contact us at:

Department of Industry - Lands  
PO Box 2155  
DANGAR NSW 2309

T: 1300 886 235 (option 1)

F: 02 4925 3517

E: [accounts@crowmland.nsw.gov.au](mailto:accounts@crowmland.nsw.gov.au)

W: [www.crowmland.nsw.gov.au](http://www.crowmland.nsw.gov.au)

## 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, Skills and Regional Development and will be used for purposes related to this application. NSW Department of Industry, Skills and Regional Development 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 Industry, Skills and Regional Development website at [www.industry.nsw.gov.au/legal/privacy](http://www.industry.nsw.gov.au/legal/privacy)

## Applicant 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			
Home address					
Postal address					
Home		Work		Mobile	
Email					
Business Name					
ABN/ACN					

## Particulars of adjoining freehold land

Lot/Section/DP			
Parish/County		Local Govt. Area	
Locality/Street address			

## Crown lands details

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

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## Proposed use of Crown land

Using/Structure(s) (insert particulars of existing and proposed structures)

Applicant signature	
Applicant signature	
Date	

## Fee - Tick appropriate:

- \$438.40 - Pay by cheque. Enclose a cheque payable to Department of Industry - Lands or  
 \$438.40 - Pay by money order. Enclose a money order payable to Department of Industry - Lands

## Supporting documentation checklist

Please note: the applicant is required to provide the following documentation on application for a new licence or following completion of construction works (for structures not yet constructed and that have been authorised for construction by the local Council and/or the Department of Industry - Lands i.e. development application):

- A set of photographs showing the current structure(s) / 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* (no older than 2 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

→ Mail to Department of Industry - Lands, 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		