



Description of Form

This form is used by a Registered Surveyor when seeking a title amendment to reflect the latest position of a water boundary.

Fee

\$275.00 - For further information on fees please refer to the [Fee schedule](#) on the NSW Department of Industry - Lands website.

Please note: Where more than a basic investigation is required additional costs (\$850.00 in total) are to be paid on completion of investigation.

Contact Us

For more information, please contact us at:

Department of Industry - Lands
PO Box 2155
DANGAR NSW 2309

T: 1300 886 235
F: 02 4925 3517

E: enquiries@crowmland.nsw.gov.au
W: 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 the 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

Surveyor 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		
Business Name				
Postal address				
Work telephone		Home		Mobile
Email address				
Instructed by				

Property details

Lot/DPs				
Name of landholder				
Street address				
Topographical map reference and details				
Name of waterway				
Is the water body tidal?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Is the site in the NSW Coastal Zone?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Relevant Department of Primary Industries - Lands office				

Search information provided

Copy of original grant to establish extent of title	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
Copy of current title	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
Copies of all DPs used to define the water boundary (partial copies not acceptable)	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
Copies of any unregistered plans and/or other documents which support or assist the definition	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Public Authority Searches

SCIMS Search (incl RLs)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
AHD level of MHWL including source	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Council (re: public access)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Other (please identify)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

Surveyor's Report

The Surveyor's Report describes the method used to determine the boundary and it should include, as appropriate:

- Basis and method of determining the location of the MHWL or bank.
- Details of any differences between the observed location of the present MHWL or bank and previous definition/s. Provide considered qualified reasons for the difference (eg. erosion / accretion / error in prior survey, flood or reclamation).
- Position of all improvements relative to boundary as shown on plan.
- Information and/or statutory declarations from eye witnesses (e.g. long term residents).
- Professional Advice or evidence (e.g. land / estuary studies, geotechnical evidence, soil/bore hole samples, etc).
- Description of the land and land use. (e.g. whether natural, developed or affected by man).
- Provide photographs – current and historical. Terrestrial and aerial if appropriate with boundary superimposed.
- Provide (a) survey geometry file (dwg or dxf); (b) aerial images with present and previous survey overlays.

Modified doctrine of Accretion (for sites within NSW coastal zone only)

Is the area of land landward of the MHWM greater than by prior determination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Is the new MHWM definition indefinitely sustainable by nature means?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Is public access likely to be restricted or denied?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Is there a copy of field notes relating to the measurement of the MHWM?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

Fee

Tick appropriate:

- \$275.00** Pay by cheque. Enclose a cheque payable to Department of Industry - Lands or
 \$275.00 Pay by money order. Enclose a money order payable to Department of Industry - Lands

Please note: Where more than a basic investigation is required additional costs (\$850.00 in total) are to be paid on completion of investigation.

Lodgement

- Mail to Department of Industry - Lands, PO Box 2155 DANGAR NSW 2309
 → Email to enquiries@crowland.nsw.gov.au

Please submit plans and report electronically by email. In exceptional circumstances it may be possible to provide a signed and dated paper copy of the plan and administration sheet.

You must provide signed and dated copies of the plan and administration sheet together with the electronic files required for the surveyor's report and this completed application form by email or CD.

Office use only – Refer to the Receipting and Referrals Codes Document						
<input type="checkbox"/> DO	Referral Code		Receipting Code	RTEA	TRIM DOC	
Fee Paid		Receipt Number		Account number		
Date						