

# Seasonal Water Assignment Transfer Form

**Privacy Notice:** Council will use the personal information you supply for the purpose of processing your application for a Seasonal Water Assignment and is authorised to collect this information under the *Water Act 2000*. Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.



This form is to be completed when a Water Allocation Holder wishes to transfer an unused portion of their water allocation to another person/s for the remainder of the water year (financial year).

P: 07 4932 9000 | E: [enquiries@rrc.qld.gov.au](mailto:enquiries@rrc.qld.gov.au) | W: [www.frw.com.au](http://www.frw.com.au) | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

<b>Assignor Details</b>		
Assignor name/s:		
First	Middle	Last
Postal address:		
Preferred contact number:	Email:	
ABN:	ARBN:	
<b>Assignor Water Allocation Details</b> <i>(to be seasonally assigned)</i>		
Water allocation number:		
Full water allocation amount (ML):	Amount to be seasonally assigned (ML):	
Meter number:	Meter reading:	
<b>Transfer Declaration</b> <i>(to be completed by the assignor)</i>		
I/we agree to transfer to the Assignee, the seasonal water assignment on a temporary basis for the remainder of the current water year (financial year).		
I/we have read and understood the attached Seasonal Water Assignment Guidelines and Conditions.		
All Allocation Holders MUST sign below.		
Full Name:	Signature:	Date:
Full Name:	Signature:	Date:
Full Name:	Signature:	Date:
Full Name:	Signature:	Date:
<b>Assignee Details</b>		
Assignor name/s:		
First	Middle	Last
Postal address:		
Preferred contact number:	Email:	
ABN:	ARBN:	
Debtor account number:		
<i>If you do not have a debtor account with Rockhampton Regional Council you will need to submit a <a href="#">Debtor Credit Account Application Form</a> with this application.</i>		

<b>OFFICE USE ONLY</b>	Date received:	CSO:	Receipt number:
	Amount:	Reference number:	

**Assignee Water Allocation Details** *(if the assignee does not own a water allocation or have a current Water Allocation Contract, please apply for a Standard Water Supply Contract via the [Standard Water Supply Contract Application Form](#))*

Water allocation number:

Water allocation amount (ML):

This seasonal assignment (ML):

Meter number:

Meter reading:

**Transfer Declaration** *(to be completed by the assignee)*

I/we accept the attached Seasonal Water Assignment Guidelines and Conditions.  
All Allocation Holders MUST sign below.

Full Name:

Signature:

Date:

Full Name:

Signature:

Date:

Full Name:

Signature:

Date:

Full Name:

Signature:

Date:

**Fees and Charges**

For a full list of fees and charges please refer to Council's [Fees and Charges Schedule](#) or contact Council on 4932 9000.

**Payment Information**

**In person** | You can pay at Council's Customer Service Centres: 232 Bolsover Street, Rockhampton; 32 Hall Street, Mount Morgan; 1 Ranger Street, Gracemere.

**By phone** | Customer Service staff will contact you regarding payment via credit card or debit once this form is received.

**By post** | Make your cheques/money order payable to 'Rockhampton Regional Council' and send to PO Box 1860, Rockhampton, Queensland, 4700.

**Supporting Documentation**

Please remember to provide the following supporting documentation when submitting this form:

- Debtor Credit Account Application Form *(if applicable)*
- Standard Water Supply Contract Application Form *(if applicable)*

# FACT SHEET

## Seasonal Water Assignment Guidelines and Conditions

### Scope

- These Guidelines and Conditions apply to the seasonal water assignment (SWA) of medium priority water located in the Fitzroy Barrage Storage.
- Rockhampton Regional Council through Fitzroy River Water (FRW) manages SWAs of water supplied from the Fitzroy Barrage under the provisions of the *Water Act 2000*.
- FRW will facilitate SWAs for medium priority water allocation holders able to draw water from the Fitzroy Barrage Storage.
- Assignments for Seasonal Water will only be made within the Fitzroy Barrage Storage Area. This service is provided under the [Fitzroy Basin Resource Operations Plan \(ROP\)](#) to assist with the supply of water to medium priority water allocation holders within the regulated area.

### Guidelines and Conditions

- The Buyer (Assignee) must contact FRW in relation to all SWAs from the Fitzroy Barrage Storage.
- A SWA transfer will only be considered where the buyer has arranged for a seller (Assignor) to seasonally assign an unused portion of the Assignor's existing allocation during the current water year.
- Both the buyer and the seller must have a supply contract in place with FRW to be able to take water. There can be no taking of water from the Fitzroy Barrage Storage unless both the buyer and the seller have entered into an interim supply contract with FRW.
- The Buyer must complete and present the Seasonal Water Assignment Transfer Form.
- FRW will accept the Seasonal Water Assignment Transfer Form with the lodgement of a non-refundable application fee in line with Council's current fees and charges.
- FRW will assess the information provided on the Seasonal Water Assignment Transfer Form against the rules contained within section 175 of the [Fitzroy Basin ROP](#) and will notify the Buyer and Seller of the decision based on the outcomes of the assessment.
- The cost of medium priority water transferred under this scheme is the minimum charge per water year, payable quarterly in arrears if the Buyer does not have another water allocation.

### Notification

- Applicants who have submitted a Seasonal Water Assignment Transfer Form will be provided with a written response.
- Where the transfer is approved, the Authorised Officer under delegation from the CEO will endorse the transfer and:
  - (a) Issue a permit notifying the Assignee of the permit conditions within five working days of the approval;
  - (b) Issue an Information Notice to the Assignor notifying of the transfer within five working days of the approval; and
  - (c) Forward notification of all SWAs to the Department of Regional Development, Manufacturing and Water on an annual basis.
- Where the transfer is declined, FRW will notify the Assignee and Assignor within five working days of the decision.