



**REPUBLIC OF NAMIBIA**

**MINISTRY OF AGRICULTURE, WATER AND LAND REFORM**

**DEPARTMENT OF WATER AFFAIRS**

**APPLICATION FOR LICENCE TO ABSTRACT AND USE WATER**

**In terms of Part 5, Regulation 44 (1) or 45 (1) of the Water Resource Management Regulations and Part 11 Section 44 (2) or 49 (2) of The Water Resources Management Act No. 11 of 2013**

**GROUNDWATER ABSTRACTION AND USAGE**

RENEWAL Yes  No

**A. GENERAL INSTRUCTIONS**

1. Applications must be submitted in to:

The Executive Director  
Ministry of Agriculture, Water and Land Reform  
Private Bag 13193  
Windhoek

Attention: Deputy Director: Water Law Administration

2. Application Fee (receipt to accompany this document):     N\$100
3. The various sections have to be completed as follows:

**Sections 1-7:           All Applicants**  
**Section 8 - 9:         Applicants for Irrigation purposes only**  
**Section 10:           Applicants for Industrial purposes only**  
**Sections 11:          Applicants for Mine or Underground Works**

4. Only the completed relevant information must be submitted as per Part 5 (Section 44 (1)) “Application for licence to abstract and use water”.
5. Submit all required documentation (See Section 12)

**B. GENERAL INFORMATION**

- The applicant must furnish all the information requested, complete all items and indicate where the information is not relevant or unavailable.
- If not the registered owner, written proof of an agreement, lease, cession or other document to show authority to act, must be submitted.
- If a company or closed corporation or any other business operation, provide company registration documents and particulars of the person authorised to make the application and submit a resolution to that effect.
- Note that failure to complete this application form properly may result in delays.

## 1. PARTICULARS OF THE APPLICANT

Table 1: Particulars of the applicant

a)	Name and Surname/ Company Name		
b)	ID/Company Registration Number		
c)	Postal address		
d)	Physical address		
e)	Contact Numbers	Tel:	Cell:
f)	Email address		

## 2. PARTICULARS OF PROPERTY

Table 2: Particulars of property

a	Registered Name and No. of Farm/Property (Locality map must be attached)	
b	Name of registered owner	
c	Title Deed Number and Date	
d	District	
e	Region	
f	Area of Farm/Property (ha)	
g	Purpose of water use	

## 3. CURRENT WATER USE ON THE PROPERTY

The existing water use on the property is reflected in table below.

Table 3: Existing water use on the property.

TYPE OF USE	QUANTITY (m <sup>3</sup> /annum)
Domestic	
Stock watering	
Irrigation	
Industrial	
Mining	
Other uses (specify)	
TOTAL	

Information on water allocation LICENCES currently in force must be given in table below

Table 4: Existing licence and water amount allocated

LICENCE NUMBER	QUANTITY OF WATER ALLOCATED (m <sup>3</sup> /annum)
TOTAL ALLOCATION:	

#### 4. PARTICULARS OF EXISTING WATER SOURCES

Give details in table below of all the existing sources of water on the property and what the water is used for. Application must be accompanied by a map of the farm or a schematic diagram of the property on which the location of the sources of water are indicated by symbols. The location of existing boreholes (EB) (give WW number if available), wells (EW), dams (ED) and rivers (ER) must be shown as EB1 or EW1 or ED1 or ER1 on the map.



**5. PARTICULARS OF THE NEW WATER SOURCE(S)**

Give details of all the recently established (new) sources of water on the property and purpose of use. Indicate the location of water sources on a map or a schematic diagram of the property with symbols (for boreholes and wells give WW number).





### 8. PARTICULARS OF EXISTING AREA UNDER IRRIGATION

Complete table below on the position and size of the existing area under irrigation and must be clearly indicated on the farm map. If crop rotation is practice, indicate the periods when various crops are cultivated

Table 8: Particulars of existing area under irrigation

CROPS CULTIVATED	AREA (ha)	PERIODS OF CULTIVATION	CROP WATER REQUIREMENT	CROP ROTATION (Yes/No)	TYPE OF IRRIGATION

### 9. PARTICULARS OF AREA EARMARKED FOR IRRIGATION

The position and size of the proposed area to be irrigated must be clearly indicated on the farm map. If crop rotation is planned, indicate the periods when various crops will be cultivated.

- (a) Intended date to start with water usage\_\_\_\_\_.
- (b) Total area to be irrigated hectares \_\_\_\_\_.
- (d) Will the entire area be irrigated from the onset? Yes  No
- (e) If No, indicate area that will be irrigated in the first Phase as well as subsequent phases:

Table 9: Implementing phases for the irrigation

Phase 1	hectares
Phase 2	hectares
Phase 3	hectares
Phase 4	hectares

- (f) Soil analyses results submitted: Yes  No
- (g) Water analyses results submitted: Yes  No
- (h) Crop water requirements assessed: Yes  No
- (i) If yes, provide the report.

(i) Complete table below on the position and size of the area to be irrigated and must be clearly indicated on the farm map. If crop rotation is practiced indicate the periods when various crops are cultivated

Table 10: Details of the crops to be irrigate

<b>CROPS TO BE CULTIVATED</b>	<b>AREA (ha)</b>	<b>PERIODS OF CULTIVATION</b>	<b>CROP ROTATION (Yes/No)</b>	<b>TYPE OF IRRIGATION</b>

**10 PARTICULARS OF AREA EARMARKED FOR INDUSTRIAL USE**

- (a) Intended date to start with water usage\_\_\_\_\_
- (b) Indicate the purpose of water usage in table below

Table 11: Particulars of water earmarked for industrial purpose.

<b>PURPOSE OF WATER USAGE</b>	<b>AMOUNT (m<sup>3</sup>/a)</b>
<b>TOTAL:</b>	

- (c) Water requirement for the initial use to be supplied: ..... m<sup>3</sup>/annum
- (d) Total amount of water requirement (new and existing water amount)..... m<sup>3</sup>/annum
- (e) Water quality analyses results attached: Yes  No

**11. GROUNDWATER ABSTRACTED FROM A MINE OR UNDERGROUND WORKS**

- (a) Intended date to start with water abstraction \_\_\_\_\_
- (b) Indicate the purpose of water usage in table below

Table 12: Particulars of groundwater to be abstract from a mine or underground works

PURPOSE OF WATER USAGE	AMOUNT (m <sup>3</sup> /a)
<b>TOTAL:</b>	

- c) Is any of the abstracted water returned/disposed to the natural water environment?  
 Yes  No 
  - (i) If Yes, applicant is required to submit an “Application for groundwater disposal licence” as per Regulation No 269 Section 47. (1)
  - (ii) Indicate the abstraction points, discharge points, distance between abstraction points and what percentage will be returned to the water course in table below

Table 13: Particulars of the abstraction and discharge point from underground works or mine

ABSTRACTION POINT		DISCHARGE POINT		DISTANCE BETWEEN ABSTRACTION AND DISCHARGE POINT (M)	PERCENTAGE OF ABSTRACTED WATER RETURNED TO WATER COURSE
Latitude	Longitude	Latitude	Longitude		

- d) Is the discharged water returned to the aquifer system through artificial recharge?  
 Yes  No
- e) If Yes, applicant is required to submit an “Application for licence to operate, or store water in, an artificial recharge scheme” as per Regulation 49 (4) (a) Annexure 22
- f) Is the discharged water return to the watercourse of effluent quality standard?  
 Yes  No
- g) If Yes, applicant is required to submit an “Application for licence to discharge effluent or operate wastewater treatment facility or waste disposal site” as per Regulation 66
- h) Water quality analyses results attached: Yes  No

.....  
**SIGNATURE OF APPLICANT**

.....  
**DATE**

**12. REQUIRED DOCUMENTS**

a) Identification Documents

- 1) ID/Passport
- 2) Company Registration Documents
- 3) Authorization letter if applying on behalf of  
natural person or company

b) Land/Property Ownership Documents

- 1) Title Deed
- 2) Lease Agreement
- 3) Letter of Consent of the Owner of the Land/property

c) Location Map

d) Completed Abstraction Returns

e) Herd Statement for Stocks from DVS

f) Environmental Clearance Certificate (If applicable)

g) Relevant Studies or Investigation Reports (If applicable)

