

Application to Access Water from a Water Filling Station



📍 Civic Centre, 68 Elizabeth Street, Moss Vale NSW 2577 (PO Box 141, Moss Vale NSW 2577)

☎ (02) 4868 0888 ✉ mail@wsc.nsw.gov.au

1. Applicant Details

Company Name:			
Contact Name:			
Postal Address:			
Business Phone:		Mobile Phone:	
Email:			

2. Water Supply Use Information

Please advise the proposed purpose for accessing water from Council's Water Filling Stations:	
<input type="checkbox"/>	Drinking Water Carting (Registration Required) E.g. Resale of drinking water from water carting, food preparation and consumption. <i>Please proceed to Section 3.</i>
<input type="checkbox"/>	Private Use and/or Construction Activities (Registration Optional) E.g. Personal consumption, dust suppression, roadworks, irrigation, landscaping and/or other construction activities. <i>NOTE: Water supply cannot be sold, distributed or transferred for use to a third party.</i> <i>Please proceed to Section 4.</i>

3. Compliance Requirements for Drinking Water Carting:

Requirements for Supply of Drinking Water (Water Carter): In accordance with the <i>Public Health Act 2010</i> , the <i>Public Health Regulation 2012</i> , the <i>Food Act 2003</i> and the <i>Local Government Act 1993</i> ; drinking water carters are required to: <ul style="list-style-type: none">• Develop and register a Quality Assurance Program (QAP) with the local Public Health Unit.• Submit a Food Business Notification to Council. <i>Note: Information and templates for developing a Quality Assurance Program are available from the NSW Health website: www.health.nsw.gov.au. The QAP must comply with the requirements stated in the NSW Guidelines for Water Carters and the Australian Drinking Water Guidelines.</i>
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Have you submitted your Food Business Notification?	<input type="radio"/> Yes	<input type="radio"/> No
Please supply Application ID for Food Business Notification:		

Working with you

4. Vehicle Information

Please provide details for each vehicle that will be accessing the Water Filling Stations.

Vehicle Description	Tanker 1	Tanker 2	Tanker 3
Make & Model			
Vehicle Registration Number			
Colour of cab / tank			
Tank Volume / Capacity (L)			
Type of Tank (Permanent or Temporary Mount)			

5. Account Cards

All registered users will be issued with an Account Card/s to purchase water. If required, users can be issued with multiple account cards with a fee payable for each additional card, including replacement cards.

The pre-paid balance will be held in our secured portal and not associated with the account card. In the event of a lost, damaged or faulty card, the balance will still be available on the account.

Please advise how many Account Cards are required to be assigned on your account: Note: fee applies for each additional account card.	
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6. Submission Requirements & Conditions

Drinking Water Carters Only:

1. Prior to completing the water filling station application, drinking water carters are required to:
 - Have developed and registered a Quality Assurance Program (QAP) with the local Public Health Unit, in accordance with the Public Health Act 2010, the Public Health Regulation 2012, and;
 - Submitted a Food Business Notification to Council, in accordance with the Food Act 2003 and the Local Government Act 1993.

All Water Filling Station Users:

1. All relevant sections of the application form must be complete, including vehicle and operator details.
2. All applicable fees must be paid by contacting Customer Service on 02 4868 0888 or by visiting Civic Centre, 68 Elizabeth Street Moss Vale NSW 2577.
3. A Drinking Water Carter must keep a logbook to record information on water deliveries and cleaning, as per the requirements of the NSW Guidelines for Water Carters and the Public Health Act 2010. Records must be retained for at least 6 months.
4. A water carting vehicle must have an opening that is large enough to enable easy inspection and thorough cleaning of the interior and must have a cover that is able to be kept clean.
5. The water carting vehicle, equipment, and records may be inspected by Council under the provisions of either the Local Government Act 1993 or Food Act 2003, and an inspection fee may be applicable.
6. Water must be kept in a potable condition from source to supply.
7. A water carting vehicle must be kept in a clean and sanitary condition. It is an offence to sell water that contains any foreign matter, is considered unsafe or unsuitable for its intended use.

7. Applicants Consent

I/we hereby consent to the lodgement of this application and agree with the submission requirements and conditions stated in this form.

I/we acknowledge that the supply of drinking water is recognised as a food business under the *Food Act 2003* and by submitting this form notify Council of my food business.

Name	Signature	Date

Staff Use Only – Information checked by Customer Service Officer:			
<input type="checkbox"/>	All sections of application form complete	<input type="checkbox"/>	Applicants Consent for Lodgement
<input type="checkbox"/>	User Account created in CAS	<input type="checkbox"/>	Account Card(s) issued to Applicant
Name:		Signature:	
		Date:	

Privacy Statement

In lodging this form, you are providing personal information such as your name and contact details. The personal information that Council has collected or is collecting from you is personal information for the purposes of the *Privacy and Personal Information Protection Act 1998* (PPIPA). Your personal information will be handled in accordance with the PPIPA and Council's [Privacy Management Plan](#). For further information regarding Council's privacy obligations, see [Privacy Guidelines](#).

Purpose of collection: The personal information in this form will be used for the purpose of communicating with you regarding your application and to enable Council to carry out the requirements of the application. Intended recipients of this information include Council officers, contractors and persons granted lawful access under the *Government Information (Public Access) Act 2009*.]

Supply: Supply of your personal information is voluntary, however, if you cannot or refuse to provide some or all of the information sought, Council may be unable to process your application.

Storage and Access/Correction: Your personal information is being, or has been, collected and will be held by both: Wingecarribee Shire Council, Civic Centre 68 Elizabeth Street, Moss Vale NSW 2577 and a Council contractor. This form will be placed on a relevant file and/or recorded in Council's electronic document and records management system'. You may make application for access or amendment to your personal information held by Council. Council will consider any such application in accordance with the PPIPA.