



Environment and Resources
Authority
Hexagon House,
Spencer Hill,
Marsa, MRS 1441

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www.era.org.mt
groundwater.era@era.org.mt

APPLICATION TO UPDATE RECORDS OF USER/S OF A NOTIFIED GROUNDWATER SOURCE

This application must be completed ALL and in a clear and legible manner. Applications that are not completely filled in, or that cannot be read, or that are not filled in properly, or are not using the correct version found on the ERA website, may be delayed or returned.

SECTION A - GENERAL INFORMATION		
A1. APPLICANT'S INFORMATION		
To be filled if application is made by an individual		
Title:	Full Name and Surname:	
I.D. No:	VAT No (if applicable):	Trading License No: (if applicable):
Contact Address:		
Tel. No.:	Mobile No.:	E-mail address:
To be filled if application is made on behalf of a Company / Legal Organisation		
Name of Company / Legal Organisation:		
Company Registration No.:		
Type of company (mark x where applicable)		
Ltd <input type="checkbox"/>	Government Organisation <input type="checkbox"/>	Other (Specify) <input type="checkbox"/>
PLC <input type="checkbox"/>	Corporation <input type="checkbox"/>	
A2. DETAILS OF LEGAL REPRESENTATIVE		
To be filled if applicable		
Title:	Full Name and Surname	
Position Held:		
Contact Address:		
Tel. No.:	Mobile No.:	E-mail address:

SECTION B - DETAILS OF SOURCE					
B1. Location and site details of the source					
Address of groundwater source:					
Name of land where source is located:					
Limits of:					
Describe where source located:(House or Garage / Fields / Farm/ Premises where an economic activity is carried out):					
Number of users of this source:					
Number of pumps installed:					
New pumps to be installed:					
Number of meters installed:					
SECTION C- DETAILS OF ALL USERS					
Name and surname	ID Card number	Tick as applicable			Signature of the person
		No change	To be Added	To be Removed	

SECTION D: NEW USER (WHERE APPLICABLE)					
Title:		Full Name and Surname:			
I.D. No:		VAT No (if applicable):		Trading License No: (if applicable):	
Contact Address:					
Tel. No.:		Mobile No.:		E-mail address:	
What is your share (%) of water of the source?					
What do you use the water for?		(Domestic / Irrigation/ Economic activity other than irrigation)			
Is water from this source sold to thirdparties?		(yes/no)			
Is water from this source transported off-site?		(yes/no)			
What type of pump will be installed?		(none/submersible, surface pump, wind piston pump or another type)			

SECTION E: DOCUMENTS / INFORMATION TO BE SUBMITTED WITH APPLICATION

1. Application fee of Eur50. Payments can be carried directly through <https://era.org.mt/pay/>. Kindly quote applicant name when submitting payment.
2. A copy of site plan: A4 extract from the latest Survey Sheet on a Scale of 1:2500 showing:
 - Outline the site boundaries in red on the site plan.
 - the position from which the photograph was taken on the site plan.
 - Include the co-ordinates of the site, north point and distance from the nearest corner of an existing building on the site plan.
3. One photo showing the site where source is located, its surroundings and the location of the source, with the point from which the photo was taken shown on the site plan.
4. A photo of the meter/s showing the serial number, if applicable

SECTION F: STATEMENT ON OWNERSHIP OF LAND

I, solely or jointly with others, have the effective control of use over the land in which the groundwater source is situated, and for the purposes of this application, effective control of use shall mean the occupancy of the land in question.

(Yes / No)

SECTION G: DECLARATION BY THE MAIN APPLICANT

I, the undersigned, declare that I have effective control on, and can make use of, the groundwater source with Registration/Notification No _____ that is found at _____ as shown in the attached site plan is presently being used by the undersigned and that I have the use of this groundwater source. I am not aware of any fact and circumstance which impedes me in any manner from notifying successfully notifying the updates and, or changes listed in this application form.

I declare that I have effective control on, and can make use of, the source legally and legitimately. I declare that I have informed all other users, if any, about this application.

I accept and understand that the registration of myself as a user of this groundwater source does not in anyway give me any right to draw water from such source, or to dispose of any material, whether liquid or solid, in such source, or to keep open such source, and the Authority may at any time order the undersigned to close such groundwater source, notwithstanding that such source is registered / notified and the relative registration/ notification fees have been duly paid. I also understand that by means of the registration as a user of a groundwater source I am not in any manner acquiring or obtaining any vested right with regard to the groundwater source.

I understand that the Malta Resources Authority may conduct investigations to determine the accuracy of all information provided in / with this application and authorise the Malta Resources Authority to make such investigations.

I hereby authorise any person or entity contracted by the Authority to provide any information as may be reasonably requested by the Authority in connection with this notification.

Full Name and Surname:

ID Card/ Residence Permit / Passport No:

Signed:

Date:

SECTION H: PLEASE READ THE FOLLOWING BEFORE SIGNING - to be signed by all users

Data Protection Clause -

In terms of the Data Protection Act, 2018 (Cap 586), we will process any personal and/or sensitive data supplied in this application, request or notification form or subsequently supplied by yourself, whether verbally or in writing, for all or any of the following:

1. To provide our service to you, including the proper processing of your application, request and/ or notice as submitted;
2. To identify you and for the verification of the information provided to our officers;
3. Preventing, detecting and/ or prosecuting fraud and any other criminal activity which the Authority is bound to report and/ or act upon whilst meeting any other specific legal or regulatory obligations;
4. Establishing, exercising or defending any legal action;
5. Internal management, research and statistics, systems administration, the development and improvement of our services;
6. The protection and promotion of our legitimate interests and the proper conduct of our obligations arising under any law or statutory instrument; and 7. To make public the necessary information as specified in the relevant laws and to fulfil an obligation under law.

You acknowledge that in reviewing this application, the Authority may process, disclose, transfer or share your personal data to its employees; to any other Government Authority or Entity; and to any other third parties in order to comply with applicable Laws, and by signing this form you are giving your consent to the Authority to do so. Every field on the form is mandatory. Should you fail to fill in any mandatory field or delete any field, we reserve the right to refuse the application. You have the right to require that we provide you with access to your personal data as well as the right to rectify, or, in appropriate circumstances, erase/ edit any inaccurate, incomplete or immaterial personal data which is being processed. However, you are required to inform us immediately of any alterations relating to your personal data which we are processing. By signing this form, you confirm that you are giving your explicit consent, in terms of the Data Protection Act, on behalf of yourself and all the other persons specified in this form for the Authority to process your respective personal information as outlined above and you confirm that you have brought this Data Protection notice to the attention of these other persons and obtained their respective consents. All documentation, with the exception of personal details and commercially sensitive data, shall be accessible to the public via the ERA Website.

We undertake to implement appropriate measures and safeguards for the purpose of protecting the confidentiality, integrity and availability of all data processed. I the undersigned apply for a Permit as indicated above, and declare that, to the best of my knowledge, all the information contained in this application and on the submitted supplementary forms and documentation is complete and correct. I also understand that any incomplete, fraudulent or misleading information will annul the application or registration, and may also incur any relevant penalties and/or legal action. I understand that should the Permit in respect of this Application either be granted, refused or dismissed by the Authority, the Authority may in accordance with the Law disclose and/or publish my Personal Data, and for all intents and purposes I am hereby giving my full consent to the Authority to do so. I also declare that I have read the data protection clause above.

Main Applicant -Full Name and Surname	Signed	Date
Full Name and Surname	Signed	Date
Full Name and Surname	Signed	Date
Full Name and Surname	Signed	Date