Change notification

Licensees must complete and submit this change notification form in accordance with the *Reporting Manual for licensed operators and retailers under the Water Industry Competition Act 2006* (Reporting Manual) to IPART.

Licensee details

|  |  |
| --- | --- |
| Licensee name |  |
| Licence number |  |
| Scheme name |  |

Change description

#### Date of change

Click or tap here to enter text.

#### Type of change

[ ]  Change to Agreement(s)

[ ]  Material change to plan or system

[ ]  Failure to maintain capacity (technical, organisational, financial)

[ ]  Cease or propose to cease operating infrastructure or providing services

[ ]  Other – please specify: Click or tap here to enter text.

#### Description of change

Describe the change and provide the specific licence condition or obligation under the WIC Act, WIC Reg or licence that requires the Licensee to report on the change.

Click or tap here to enter text.

#### Impacts of the change

Click or tap here to enter text.

#### Reasons or causes of the change

Click or tap here to enter text.

#### Actions or proposed actions (if applicable)

Click or tap here to enter text.

#### Any additional information (if applicable)

Click or tap here to enter text.

Next steps

* Submit this change notification form to IPART via WILMA. Use the notification category “Notification – Change”.
* The timeframe for submitting a change notification varies depending on the type of change. Refer to the Reporting Manual or your licence for details.