

## Which form do I use to apportion or transfer an abstraction or impounding licence?



Environment  
Agency

### Water Resources Act 1991 (subsections 59A–D)

#### To decide which form(s) to use to transfer or apportion a licence, read the following:

##### To transfer the whole of a licence to abstract or impound water

**Complete form WR165** if you want to transfer the whole of an abstraction licence or an impoundment licence from one person to another. Complete and return form WR165 to the Environment Agency. The licence remains the responsibility of the current licence holder until we have granted an amended licence. The licence will have effect from the date that we amend it or a later date that you specify on this form. It is important to submit your application to us as early as possible if you wish the licence to transfer on a specified date.

##### **Please note that it is not possible to transfer a temporary abstraction licence.**

Do not use form WR166.

##### To apportion a full or transfer abstraction licence

**Complete form WR166** if you wish to divide an existing full abstraction or transfer licence amongst two or more persons. This is called **'apportioning'** a licence. The existing licence holder and all parties taking up a share of the licence will need to agree how the licence will be divided; jointly sign the form and return it to the Environment Agency. We will then revoke the existing licence and grant new licences in its place.

The new licence holders will only be responsible for the relevant licences from the date on which new licences are granted or a later date specified on this form. It is important to submit your application to us as early as possible if you wish the licence to be apportioned on a specified date.

##### **Please note that it is not possible to apportion an impoundment licence or a temporary abstraction licence.**

Do not use form WR165.

##### To be entitled to apply for a licence to abstract water (of any type)

You must be able to satisfy the requirements described in the application form relating to a right of access to, or occupation of, the land at the place(s) or point(s) where the abstraction is to be made.

##### Death or bankruptcy of the licence holder

If a licence has **'vested'** in you as a result of the death or bankruptcy of the licence holder please contact us in writing, telling us the licence number(s) and the date that the licence vested in you as personal representatives or trustees of the licence holder. This is necessary in order to enable you to subsequently transfer or apportion the licence.

**'Vesting'** is the transfer of responsibility and ownership of a licence when an existing licence holder is no longer able to hold the licence either through death or bankruptcy.

You do not have to complete a form, but you must notify us in writing within 15 months of the date of vesting, giving the full names of all personal representatives or trustees and a contact address.

If you have any questions about which form you should complete or about your transfer or apportionment application, please phone us on 03708 506506 or email us on [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)