

# [Detailed guide: Apply for a new abstraction licence for a previously exempt abstraction](#)

*Updated:* The exemptions for abstraction licence control were removed on 1 January 2018.

## **Types of water resources licence you can apply for**

You need to apply for one of the following:

- a transfer abstraction licence – to abstract more than 20 cubic metres of water a day to transfer it from one source of supply to another without intervening use
- a full abstraction licence – to abstract more than 20 cubic metres of water a day for more than 28 days

## **Apply for a new abstraction licence for a previously exempt abstraction**

For a new abstraction licence for a previously exempt abstraction (also known as a new authorisation), you have 2 years from 1 January 2018 to send in your valid application.

Complete the application form for a water resources licence part A to tell us about you and the type of licence you are applying for.

Complete the application form for a water resources licence part B to tell us what you want the water for.

[Application forms: new abstraction licence for a previously exempt abstraction.](#)

You can continue to abstract water at your current rate until the Environment Agency has reached a decision on your application. If you need to abstract more water than you've applied for while your new authorisation licence application is being determined, you'll need to [apply for an abstraction licence](#).

## **Cost of a licence application**

When you apply for a licence, or want to vary an existing licence, you must pay an application fee. Fees and charges are set out in our [abstraction charges scheme](#).

Some applications have to be advertised. If this applies to your application,

you will need to pay a £100 administration fee to the Environment Agency to advertise your application in the local newspaper. You'll also have to pay the cost of the advert.

See our [notices of water resources licence applications](#).

Annual fees may also be payable – see [managing your licence](#).

Fees and charges may change every April.

## **After the Environment Agency has received your application**

When the 2 year application period has closed the Environment Agency can take up to a further 3 years to determine your application. We'll let you know whether we'll grant you a licence and explain our decision.

The licence will contain the conditions you must follow to legally abstract water.

## **If you do not apply for a licence**

It's your responsibility to apply for a licence if and when you need one before the application period closes. The Environment Agency may take [enforcement action](#) if you do not apply and continue to abstract.

## **Contact the Environment Agency**

### **General enquiries**

National Customer Contact Centre  
PO Box 544  
Rotherham  
S60 1BY

Email  
[enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)

Telephone  
03708 506 506

Telephone from outside the UK (Monday to Friday, 8am to 6pm GMT)  
+44 (0) 114 282 5312

Minicom (for the hard of hearing)  
03702 422 549

Monday to Friday, 8am to 6pm