

# How to Complete an OWRB Water Use Application

It's Easy, You Don't have  
to be a Lawyer or an  
Engineer

# Types of Applications

- Application for a Permit to Use Groundwater
- Application for Amendment to Groundwater Right
- Groundwater Application for a 90-Day Provisional Temporary Permit
- Application for a Permit to Use Surface or Stream Water
- Surface Water Application for a 90-Day Provisional Temporary Permit

# Application for a Permit to Use Groundwater

**OFFICE USE ONLY**

Application No. \_\_\_\_\_  
 Type of Permit \_\_\_\_\_  
 Groundwater Basin \_\_\_\_\_  
 Equal Proportionate Share \_\_\_\_\_

**APPLICATION FOR A PERMIT TO USE GROUNDWATER**

**OKLAHOMA WATER RESOURCES BOARD**  
 PLANNING & MANAGEMENT DIVISION  
 3800 North Classen Blvd., Oklahoma City, OK 73118  
 Phone: (405) 530-8800 Fax: (405) 530-8900  
 Website: www.owrb.ok.gov

**APPLICATION FILING FEE**

Amount of Water Requested	Fee
0 - 320 acre-feet.....	\$195.00
321 - 640 acre-feet.....	\$305.00
641 - 1500 acre-feet.....	\$380.00
Over 1500 acre-feet.....	\$380.00*
*Plus \$155.00 for each 500 acre-feet (or any increment thereof) over 1500 acre-feet. (Maximum Fee \$3,000.00)	

**1. NAME & ADDRESS** (Print the applicant's full name, as listed on the ownership documentation, and mailing address)

Applicant Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Contact Name (if applicable) \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**2. PURPOSE(S) FOR WHICH WATER WILL BE USED** (List the purpose(s) for which the water will be used and the number of acre-feet for each purpose. Note: one acre-foot of water will cover one acre of land one foot deep and is equal to 325,851 gallons)

**AMOUNT** \_\_\_\_\_ **PURPOSE** \_\_\_\_\_  
 \_\_\_\_\_ acre-feet of water will be used for \_\_\_\_\_  
 \_\_\_\_\_ acre-feet of water will be used for \_\_\_\_\_

**OFFICE USE ONLY**

SIC Codes

**Irrigation Only:** \_\_\_\_\_ acres will be irrigated. Proposed Crops \_\_\_\_\_

**3. OWNERSHIP & LEGAL DESCRIPTION OF LAND DEDICATED** (List the legal description of all the lands to be dedicated. Please do not use city lot and block numbers or metes and bounds. If additional space is needed, list on a separate sheet of paper. Dedicated land must be drawn on attached plat.)

\_\_\_\_\_ acres owned; \_\_\_\_\_ acres leased; \_\_\_\_\_ acres platted (**municipal only**) and dedicated to the application.  
 N  EIM  
 \_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  S Rng. \_\_\_\_\_  WIM in \_\_\_\_\_ County  
 ECM  
 \_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  EIM  
 S Rng. \_\_\_\_\_  WIM in \_\_\_\_\_ County  
 ECM  
 \_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  EIM  
 S Rng. \_\_\_\_\_  WIM in \_\_\_\_\_ County  
 ECM

Water will be used in \_\_\_\_\_ County, Oklahoma

**4. WELL INFORMATION** (Please specify the number of wells requested and the legal description of either the 10-acre tract of land where the well will be located. If the 10-acre tract is not known, please describe the potential well area where wells may be drilled. If additional space is needed, list on a separate sheet of paper.)

Water is to be withdrawn from \_\_\_\_\_ well(s) located in: **Well locations must be drawn on attached plat**  
 N  EIM  
 \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  S Rge. \_\_\_\_\_  WIM in \_\_\_\_\_ Existing?  Yes  
 ECM  No  
 EIM  
 \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  EIM  
 S Rge. \_\_\_\_\_  WIM in \_\_\_\_\_ Existing?  Yes  
 ECM  No  
 EIM  
 \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  EIM  
 S Rge. \_\_\_\_\_  WIM in \_\_\_\_\_ Existing?  Yes  
 ECM  No

**For wells that are existing:** Depth of Well(s) \_\_\_\_\_; Pumping Rate(s) \_\_\_\_\_ gallons per minute

## Application for a Permit to Use Groundwater

### What you need to get started:

- Copy of your deed or lease
- Page 3 of Application, the Application Plat or Section Map
- Well Logs (Lat/Long, depth, gpm)
- Collect Names & addresses of neighbors (1320 ft from well locations)

# Application for a Permit to Use Groundwater

## Oklahoma Water Resources Board Application Plat (Instruction Sheet Provided)

Applicant Name \_\_\_\_\_

*Note: Drawings must match the legal descriptions provided in questions #3 and #4 in the application and one copy of the plat must be filed with the application.*

NW NW NW	NE NW NW	NW NE NW	NE NE NW	NW NW NE	NE NW NE	NW NE NE	NE NE NE
SW NW NW	SE NW NW	SW NE NW	SE NE NW	SW NW NE	SE NW NE	SW NE NE	SE NE NE
NW SW NW	NE SW NW	NW SE NW	NE SE NW	NW SW NE	NE SW NE	NW SE NE	NE SE NE
SW SW NW	SE SW NW	SW SE NW	SE SE NW	SW SW NE	SE SW NE	SW SE NE	SE SE NE
NW NW SW	NE NW SW	NW NE SW	NE NE SW	NW NW SE	NE NW SE	NW NE SE	NE NE SE
SW NW SW	SE NW SW	SW NE SW	SE NE SW	SW NW SE	SE NW SE	SW NE SE	SE NE SE
NW SW SW	NE SW SW	NW SE SW	NE SE SW	NW SW SE	NE SW SE	NW SE SE	NE SE SE
SW SW SW	SE SW SW	SW SE SW	SE SE SW	SW SW SE	SE SW SE	SW SE SE	SE SE SE



Section - Township - Range \_\_\_\_\_ County \_\_\_\_\_

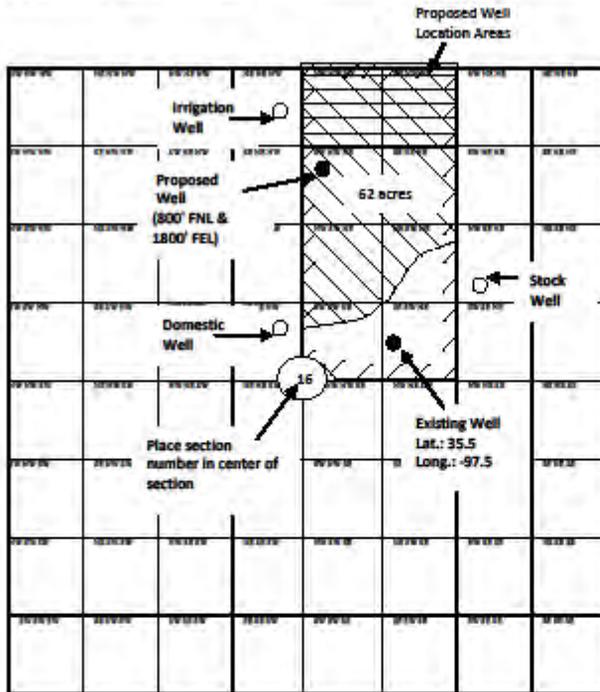
 Land Dedicated	 Area of Use	 Potential Well Location Area	 Applicant's Wells	 Other Existing Nearby Wells
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# Application for a Permit to Use Groundwater

## INSTRUCTIONS Oklahoma Water Resources Board Application Plat (Sample)

Applicant Name John Doe



**Instructions for Use of Symbols on the Application Plat**

- If known, spot the actual location of each existing well and proposed well to be authorized and provide distances in feet from section lines or boundaries, or provide Lat./Long. coordinates.
- Show the location of all other existing water wells (stock, domestic, irrigation, etc.) within 1/4 mile of dedicated land.

**Note:** Use additional plats if necessary.

FNL = From the North Line  
FEL = From the East Line  
Lat. = Latitude  
Long. = Longitude

Section 16 - Township 10N - Range 10W1M  
Section - Township - Range

Caddo County

**Land Dedicated**

**Area of Use**  
(example: area to be irrigated, locations of poultry houses, swine houses, or fish farms, mining areas, etc.)

**Potential Well Location Area**

*(if exact proposed well location within the area is not known)*

660 ft    Each smaller square represents a ten (10) acre tract (or 660 ft x 660 ft)





## Application for a Permit to Use Groundwater

How do I determine how much water to ask for?

Maximum amount of water permittable =

Number of acres dedicated x  
EPS (Equal Proportional  
Share)

- For Regular Basins the EPS varies from 0.5 to 2.1 af/ac/yr
- For Temporary Basins the EPS is always 2.0 af/ac/yr
- For irrigation use: # of acres irrigated x 2.0 af/ac/yr (maximum)

## Application for a Permit to Use Groundwater

### Irrigation Examples:

1. Regular Basin,  $EPS = 1$

Acres Dedicated = 210

Acres Irrigated = 110

Max allocation of water = 210

2. Temporary Basin,  $EPS = 2$

Acres Dedicated = 160

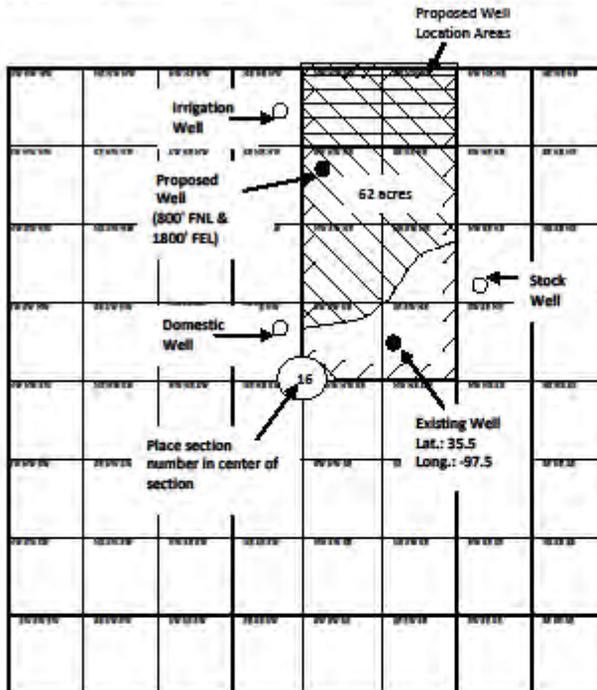
Acres Irrigated = 125

Max allocation of water = 250

# Application for a Permit to Use Groundwater

## INSTRUCTIONS Oklahoma Water Resources Board Application Plat (Sample)

Applicant Name John Doe



### Instructions for Use of Symbols on the Application Plat

- If known, spot the actual location of each existing well and proposed well to be authorized and provide distances in feet from section lines or boundaries, or provide Lat./Long. coordinates.

○ Show the location of all other existing water wells (stock, domestic, irrigation, etc.) within 1/4 mile of dedicated land.

**Note:** Use additional plats if necessary.

FNL = From the North Line  
FEL = From the East Line  
Lat. = Latitude  
Long. = Longitude

Section 16 - Township 10N - Range 10W1M  
Section - Township - Range

Caddo  
County



**Land Dedicated**

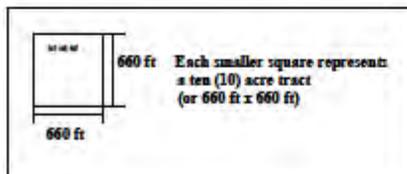


**Area of Use**

(example: area to be irrigated, locations of poultry houses, swine houses, or fish farms, mining areas, etc.)



**Potential Well Location Area**



*(if exact proposed well location within the area is not known)*

# Application for a Permit to Use Groundwater

2. PURPOSE(S) FOR WHICH WATER WILL BE USED (List the purpose(s) for which the water will be used and the number of acre-feet for each purpose. Note: one acre-foot of water will cover one acre of land one foot deep and is equal to 325,351 gallons.)

AMOUNT \_\_\_\_\_ acre-feet of water will be used for \_\_\_\_\_  
PURPOSE \_\_\_\_\_  
 \_\_\_\_\_ acre-feet of water will be used for \_\_\_\_\_

OFFICE USE ONLY	
SIC Codes	

**Irrigation Only:** \_\_\_\_\_ acres will be irrigated. Proposed Crops \_\_\_\_\_

3. OWNERSHIP & LEGAL DESCRIPTION OF LAND DEDICATED (List the legal description of all the lands to be dedicated. Please do not use city lot and block numbers or metes and bounds. Legal description must match the area drawn on the attached plat. If additional space is needed, list on a separate sheet of paper. Dedicated land must be drawn on attached plat.)

\_\_\_\_\_ acres owned; \_\_\_\_\_ acres leased; \_\_\_\_\_ acres platted (**municipal only**) and dedicated to the application.  
 N  EIM  
 \_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  S Rng.  WIM in \_\_\_\_\_  
 ECM County  
 N  EIM  
 \_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  S Rng.  WIM in \_\_\_\_\_  
 ECM County  
 N  EIM  
 \_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  S Rng.  WIM in \_\_\_\_\_  
 ECM County

Water will be used in \_\_\_\_\_ County, Oklahoma

4. WELL INFORMATION (Please specify the number of wells requested and the legal description of either the 10-acre tract of land where the well will be located. If the 10-acre tract is not known, please describe the potential well area where wells may be drilled. If additional space is needed, list on a separate sheet of paper.)

Water is to be withdrawn from 3 well(s) located in: Well locations must be drawn on attached plat

N/2 1/4 of NW 1/4 of NE 1/4 of Section 16 Twp. 10  N  EIM Caddo Existing  Yes  
 S Rng. 10  WIM in \_\_\_\_\_  
 ECM County Well?  No

SW 1/4 of NW 1/4 of NE 1/4 of Section 16 Twp. 10  N  EIM Caddo Existing  Yes  
 S Rng. 10  WIM in \_\_\_\_\_  
 ECM County Well?  No

SE 1/4 of SW 1/4 of NE 1/4 of Section 16 Twp. 10  N  EIM Caddo Existing  Yes  
 S Rng. 10  WIM in \_\_\_\_\_  
 ECM County Well?  No

**For wells that are existing:** Depth of Well(s) \_\_\_\_\_; Pumping Rate(s) \_\_\_\_\_ gallons per minute

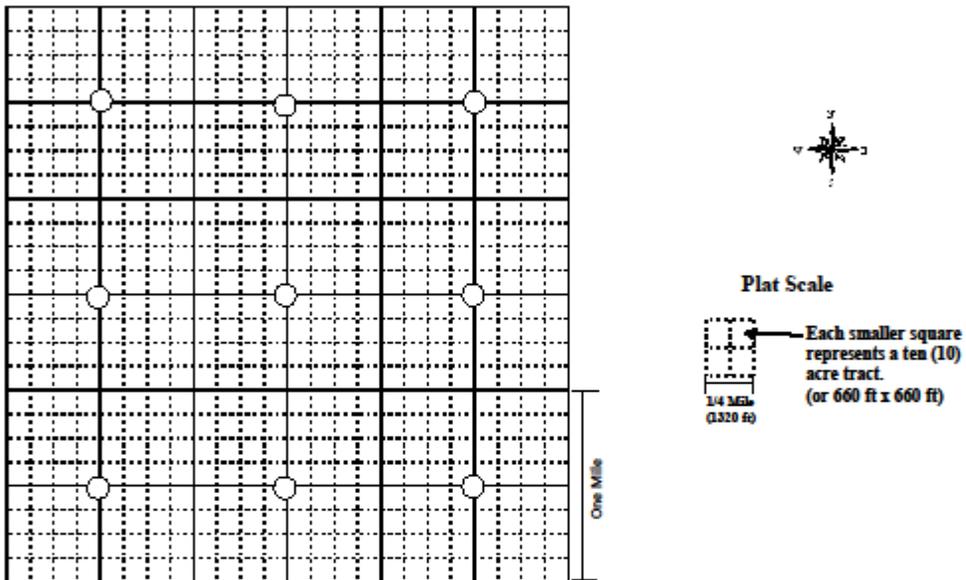
# Application for a Permit to Use Groundwater

## Oklahoma Water Resources Board Surface Estate Owners Map (Instruction Sheet Provided)

Applicant Name \_\_\_\_\_

The applicant must furnish names and mailing addresses of all surface estate owners of land located within one-thousand three hundred twenty (1320') from the actual location of existing or proposed wells and/or from the outside boundaries of all potential well location areas subject of this application, unless otherwise directed by the Board. Mark the actual location of existing and proposed wells and shade all potential well location areas subject of the application.

One copy of this form must be filed with the Groundwater application.



### SURFACE ESTATE OWNERS OF LANDS LOCATED WITHIN 1320 FEET OF WELL LOCATIONS OR AREAS

Name	Address
A. _____	_____
B. _____	_____
C. _____	_____
D. _____	_____
E. _____	_____
F. _____	_____
G. _____	_____
H. _____	_____

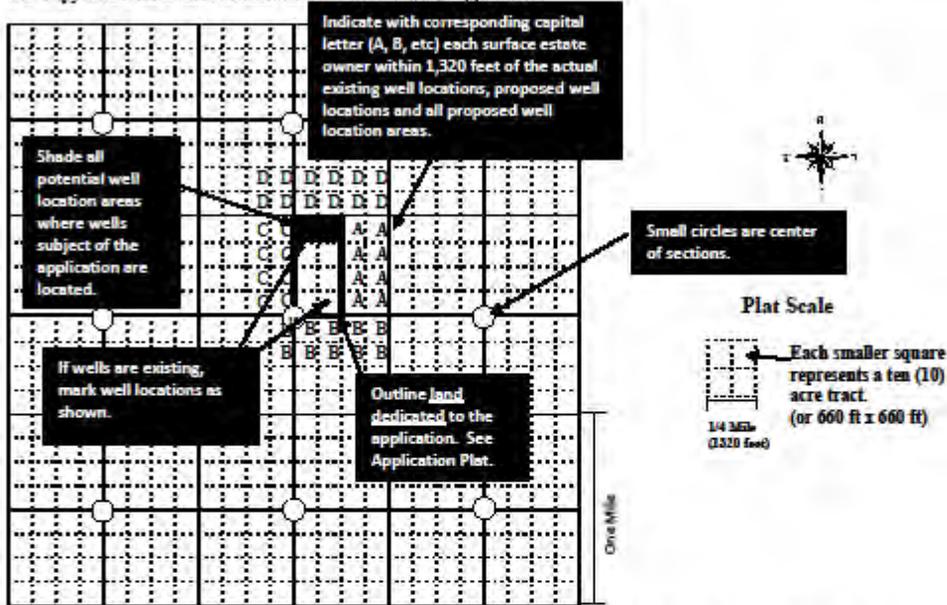
# Application for a Permit to Use Groundwater

## INSTRUCTIONS Oklahoma Water Resources Board Surface Estate Owners Map (Sample)

Applicant Name \_\_\_\_\_

The applicant must furnish names and mailing addresses of all surface estate owners of land located within one-thousand three hundred twenty (1320') from the actual location of existing or proposed wells and/or from the outside boundaries of all potential well location areas subject of this application, unless otherwise directed by the Board. Mark the actual location of existing and proposed wells and shade all potential well location areas subject of the application.

One copy of this form must be filed with the Groundwater application.



### SURFACE ESTATE OWNERS OF LANDS LOCATED WITHIN 1320 FEET OF WELL LOCATIONS OR AREAS

Name	Address
A. <u>Jesse Thomas</u>	<u>16200 N. Pennsylvania, Oklahoma City, OK</u>
B. <u>Jim and April Ferguson</u>	<u>13429 W. Memorial, Oklahoma City, OK</u>
C. <u>Steve and Mary Burgess</u>	<u>P.O. Box 156, El Reno, OK</u>
D. <u>Sue Ellen Maves Estate</u>	<u>P.O. Box 149, El Reno, OK</u>
E. _____	_____
F. _____	_____
G. _____	_____
H. _____	_____
I. _____	_____



Application for Amendment to Groundwater Right

**HOW TO CHANGE,  
ADD TO, OR MODIFY  
AN EXISTING  
GROUNDWATER  
PERMIT**

# Application for Amendment to Groundwater Right

## APPLICATION FOR AMENDMENT TO GROUNDWATER RIGHT

**OKLAHOMA WATER RESOURCES BOARD  
PLANNING & MANAGEMENT DIVISION**  
3800 North Classen Blvd.  
Oklahoma City, OK 73118  
Phone: (405) 530-8800 Fax: (405) 530-8900  
Website: [www.owrb.ok.gov](http://www.owrb.ok.gov)

See explanation on Page 3 ←

<u>OFFICE USE ONLY</u>	
Water Right No.	_____
Type of Water Right	_____
Groundwater Basin	_____
Equal Proportionate Share	_____

<u>APPLICATION FILING FEE</u>	
Non-Published.....	\$55.00
Published.....	\$155.00
(See Page 3 for Explanation)	

**1. NAME & ADDRESS** (Print the applicant's full name, as listed on the ownership documentation, and mailing address)

Applicant Name _____	Phone ( ) _____	-	_____
Address _____	Fax ( ) _____	-	_____
City _____	State _____	Zip _____	
Contact Name (if applicable) _____	Phone ( ) _____	-	_____
Address _____	Fax ( ) _____	-	_____
City _____	State _____	Zip _____	

**2. TYPE OF AMENDMENT** (for Groundwater Water Right # \_\_\_\_\_)

Mark the appropriate box(s)

- Adding Water (answer questions 3, 6, 7, 8)
- Adding or Changing Uses (answer questions 3, 6, 7, 8)
- Adding or Changing Dedicated Land (answer questions 4, 6, 7)
- Adding or Deleting Wells (answer questions 5, 6, 7, 8)
- Changing Area of Use (answer questions 6, 8)

All changes require #6, 7 & 8 to be completed.  
Used only in combination with other types of changes

**NOTE:** Change of ownership requires a separate form that can be obtained from OWRB offices or at [www.owrb.ok.gov](http://www.owrb.ok.gov). Prior rights can only be amended to change use and add wells.

**3. WATER QUANTITY INFORMATION**

a. This application requests an additional \_\_\_\_\_ acre-feet of groundwater per year for \_\_\_\_\_ use. (If multiple uses are to be added, list the amount of water to be added to each purpose separately.)

b. **Irrigation Only:** # of Acres to be Irrigated: \_\_\_\_\_ Proposed Crops: \_\_\_\_\_

**4. LAND INFORMATION** (Provide legal description of dedicated land to be added to the existing water right. Please do not use city lot and block numbers or metes and bounds. If additional space is needed, list on a separate sheet of paper. Dedicated land must be drawn on attached plat.)

_____ acres owned; _____ acres leased; _____ acres platted (municipal only)*	<input type="radio"/> N	<input type="radio"/> EIM
_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> S Rng. _____	<input type="radio"/> WIM in _____ County
	<input type="radio"/> ECM	
_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N	<input type="radio"/> EIM
	<input type="radio"/> S Rng. _____	<input type="radio"/> WIM in _____ County
	<input type="radio"/> ECM	
_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N	<input type="radio"/> EIM
	<input type="radio"/> S Rng. _____	<input type="radio"/> WIM in _____ County
	<input type="radio"/> BCM	

Water will be used in \_\_\_\_\_ County, Oklahoma

\* **Municipal Only:** If platted lands within the municipal boundaries are dedicated:

- a. Will the municipality make water available to the platted lands?  Yes  No
  - b. Will the well(s) be located not less than 600 feet within the boundaries of the municipal limits?  Yes  No
  - c. Will the well(s) be drilled on the platted lands?  Yes  No
- (If platted lands are dedicated, please provide a map of the service area and water lines.)

# Application for Amendment to Groundwater Right

**5. WELL INFORMATION** (Please specify the number of wells requested or deleted and the legal description of either the 10-acre tract of land where the well will be located. If the 10-acre tract is not known, please describe the potential well area where wells may be drilled. If additional space is needed, list on a separate sheet of paper.)

Are wells being deleted?  Yes  No If yes, list the legal location of the well to be deleted as described on the current water right: \_\_\_ 1/4 \_\_\_ 1/4 \_\_\_ 1/4 of Section \_\_\_ Twp. \_\_\_  N  S Rge. \_\_\_  EIM  WIM in \_\_\_  ECM County

Water is to be withdrawn from \_\_\_ additional well(s) located in: Well locations must be drawn on attached plat  
 \_\_\_ 1/4 of \_\_\_ 1/4 of \_\_\_ 1/4 of Section \_\_\_ Twp. \_\_\_  N  S Rge. \_\_\_  EIM  WIM in \_\_\_ Existing  Yes  No  
 ECM County Well?  No  
 \_\_\_ 1/4 of \_\_\_ 1/4 of \_\_\_ 1/4 of Section \_\_\_ Twp. \_\_\_  N  S Rge. \_\_\_  EIM  WIM in \_\_\_ Existing  Yes  No  
 ECM County Well?  No  
 \_\_\_ 1/4 of \_\_\_ 1/4 of \_\_\_ 1/4 of Section \_\_\_ Twp. \_\_\_  N  S Rge. \_\_\_  EIM  WIM in \_\_\_ Existing  Yes  No  
 ECM County Well?  No

**For wells that are existing:** Depth of Well(s) \_\_\_\_\_; Pumping Rate(s) \_\_\_\_\_ gallons per minute;

Are there existing wells located within 1,320 feet (1/4 mile) of the wells to be added owned by another?  
 Yes  No

## 6. CITIZENSHIP AFFIDAVIT (For natural individual surface owners only)

Are you a citizen of the United States of America?  Yes  No

If no, are you a qualified alien under the federal Immigration and Nationality Act and lawfully present in the United States?  Yes  No. My A-number is \_\_\_\_\_ and a true and correct copy of my immigration document, including my date of birth, user case number, and immigration document type and its expiration date, must be attached.

**(PLEASE NOTE: Each natural individual listed as an applicant must provide a citizenship affidavit. If the land is owned by more than one person, a copy of this page will need to be filled out, signed, notarized and filed with the completed application.)**

## 7. SIGNATURES

Upon my oath or affirmation, I swear or affirm (1) that all information submitted to the Oklahoma Water Resources Board in connection with this application is true and accurate to the best of my knowledge; and (2) that I or the person or entity I represent will comply with all applicable laws and regulations of the State of Oklahoma or its agencies, and any lawful conditions imposed by the Oklahoma Water Resources Board, which apply or pertain to the use of fresh groundwater.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
TITLE ( IF APPLICABLE)

\_\_\_\_\_  
OKLAHOMA BAR ASSOCIATION NUMBER (IF APPLICABLE)

### NOTARY

STATE OF \_\_\_\_\_ )  
 ) ss.  
 COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public  
 My commission expires: \_\_\_\_\_  
 (SEAL)

# Application for Amendment to Groundwater Right

## 8. APPLICATION SUBMISSION AND PROCESSING

### The submitted application must include:

- a. The appropriate filing fee;
- b. The original application, typed or printed in ink, signed and notarized; and
- c. Deed(s), lease(s), and / or letter (s) of consent as required.
- d. Other documentation may be requested as needed to complete the application review.

**Please note:** Any incomplete or unresponsive answers may cause a delay in the processing of your application.

In addition, Oklahoma Administrative Code (OAC) 785:30-1-4(d) states: "If the application is defective to as to form, the Board shall advise the applicant of the corrections, amendments, or changes required and sixty (60) days shall be allowed for the refilling thereof. If the application is not corrected, amended, or changed within the time required, the Board may inactivate the application. Furthermore, OAC 785:30-3-3(b), states: "If an applicant does not correct an application or publish notice as instructed by the Board, and no further proceedings are initiated by the applicant for six months or more after last contact with the Board, the application shall be deemed withdrawn. The Board shall provide notice to the applicant that the application has been deemed withdrawn.

Oklahoma Water Resources Board rules regarding groundwater can be found at [www.owrb.ok.gov](http://www.owrb.ok.gov) or copies can be requested by phone or in writing at the phone number and address listed on the front of this form:

Taking and Use of Groundwater Chapter 30

Well Driller and Pump Installer Licensing Chapter 35 (Well Construction Standards)

**Application Fees:** A "Published" filing fee must be filed with all amendments except in the case where the applicant is only requesting additional wells and:

1. For Temporary Permits: Applicant either owns all the land within 1,320 feet (1/4 mile) of the proposed well(s) or has written permission from each surrounding landowner (for Temporary Permits)
2. For Regular Permits: Applicant has done a diligent search and found no other wells within 1,320 feet (1/4 mile) owned by others
3. For Prior Rights: In basins where the maximum annual yield study has not been completed, follow (1) above. In basins where the study has been completed, follow (2) above.

### OFFICE USE ONLY

Uses: \_\_\_\_\_ a.f. Number of acres dedicated: \_\_\_\_\_  
\_\_\_\_\_ a.f. Number of acres irrigated: \_\_\_\_\_  
\_\_\_\_\_ a.f. Number of wells: \_\_\_\_\_

# Application for Amendment to Groundwater Right

## Oklahoma Water Resources Board Amendment Application Plat (Instruction Sheet Provided)

Applicant Name \_\_\_\_\_

**Note:** Drawings must match the legal descriptions provided in questions #4 and #5 in the application and one copy of the plat must be filed with the application.

NW NW NW	NE NW NW	NW NE NW	NE NE NW	NW NW NE	NE NW NE	NW NE NE	NE NE NE
SW NW NW	SE NW NW	SW NE NW	SE NE NW	SW NW NE	SE NW NE	SW NE NE	SE NE NE
NW SW NW	NE SW NW	NW SE NW	NE SE NW	NW SW NE	NE SW NE	NW SE NE	NE SE NE
SW SW NW	SE SW NW	SW SE NW	SE SE NW	SW SW NE	SE SW NE	SW SE NE	SE SE NE
NW NW SW	NE NW SW	NW NE SW	NE NE SW	NW NW SE	NE NW SE	NW NE SE	NE NE SE
SW NW SW	SE NW SW	SW NE SW	SE NE SW	SW NW SE	SE NW SE	SW NE SE	SE NE SE
NW SW SW	NE SW SW	NW SE SW	NE SE SW	NW SW SE	NE SW SE	NW SE SE	NE SE SE
SW SW SW	SE SW SW	SW SE SW	SE SE SW	SW SW SE	SE SW SE	SW SE SE	SE SE SE



Section – Township – Range

County



Land Dedicated



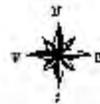
Area of Use



Potential Well Location Area

● Applicant's Wells

○ Other Existing Nearby Wells



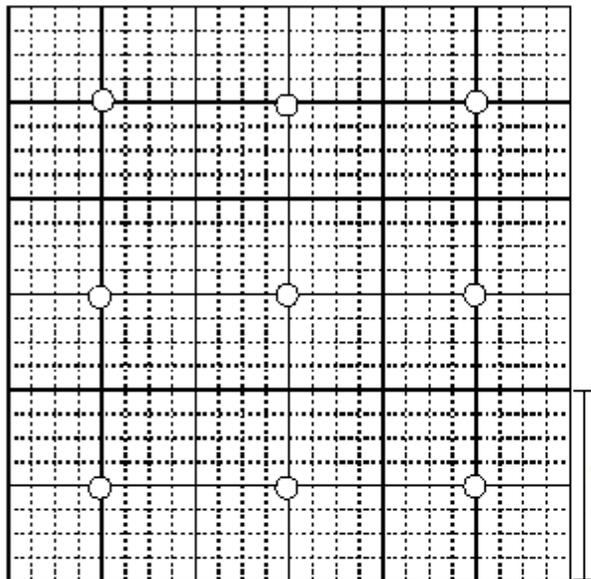
# Application for Amendment to Groundwater Right

## Oklahoma Water Resources Board Surface Estate Owners Map (Instruction Sheet Provided)

Applicant Name \_\_\_\_\_

The applicant must furnish names and mailing addresses of all surface estate owners of land located within one-thousand three hundred twenty (1320') from the actual location of existing or proposed wells and/or from the outside boundaries of all potential well location areas subject of this application, unless otherwise directed by the Board. Mark the actual location of existing and proposed wells and shade all potential well location areas subject of the application.

One copy of this form must be filed with the Groundwater application.



### Plat Scale



Each smaller square represents a ten (10) acre tract.  
(or 660 ft x 660 ft)

### SURFACE ESTATE OWNERS OF LANDS LOCATED WITHIN 1320 FEET OF WELL LOCATIONS OR AREAS

Name	Address
A. _____	_____
B. _____	_____
C. _____	_____
D. _____	_____
E. _____	_____
F. _____	_____
G. _____	_____
H. _____	_____
I. _____	_____

# Groundwater Application for 90-Day Provisional Temporary Permit

- Used alone for oil & gas exploration or for construction
- Used to get water immediately if submitted with a long-term permit

# Groundwater Application for 90-Day Provisional Temporary Permit

DATE RECEIVED \_\_\_\_\_

## GROUNDWATER APPLICATION FOR 90-DAY PROVISIONAL TEMPORARY PERMIT

Oklahoma Water Resources Board / Permitting Section  
3800 N Classen Blvd - Oklahoma City, OK 73118  
Phone (405) 530-8800 - Fax (405) 530-8900 - Website: www.owrb.ok.gov  
Submit one of the following filing fees: \$155.00 Standard Fee or \$205.00 Expedited Processing Fee or \$410.00 Post-use Fee (If water used prior to permit issuance)

OFFICE USE ONLY

PT	_____
WR	_____
BASIN	_____

Applicant's Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Contact Person / Title \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Address / Box No. \_\_\_\_\_ E-mail / Cellular \_\_\_\_\_

Amount of groundwater requested \_\_\_\_\_ acre-feet  
(1 acre-foot = 325,851 U.S. Gallons)

Purpose:  Irrigation of \_\_\_\_\_ acres  Municipal  
 Oil & Gas Drilling  Industrial  Other \_\_\_\_\_

Applicant hereby submits with this application:  
 Proof of ownership (Deed) of land on which water well(s) are located, Or,  
 Written permission from the surface landowner to take groundwater from well(s).

Rate of withdrawal will not exceed \_\_\_\_\_ gpm  
 Water will be withdrawn from \_\_\_\_\_ well(s)

Located in: \_\_\_\_\_ % of \_\_\_\_\_ % of \_\_\_\_\_ %  
 of Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
 County \_\_\_\_\_

Located in: \_\_\_\_\_ % of \_\_\_\_\_ % of \_\_\_\_\_ %  
 of Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
 County \_\_\_\_\_

Area of Use: \_\_\_\_\_ % of \_\_\_\_\_ % of \_\_\_\_\_ %  
 of Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
 County \_\_\_\_\_

Oil / Gas Lease Name \_\_\_\_\_

Economic Hardship will occur if permit is not granted? Yes  No

On behalf of the applicant, I verify that the above is true and accurate to the best of my knowledge, that waste by depletion and waste by pollution will not occur, and that I will comply with all applicable laws and regulations of the State of Oklahoma.

Authorized Signature \_\_\_\_\_

Name of Signer \_\_\_\_\_  
If different from above: Please Print

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

### NOTARY

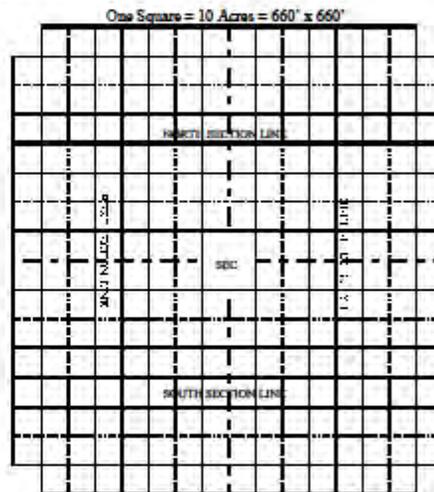
Subscribed and sworn before me  
 this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_  
 (Seal)

### INSTRUCTIONS FOR PLAT

(●) Spot location of water well(s); (○) Spot location of all existing wells within ¼ mile of the well(s); *|||||* Outline, with hatch, land the applicant owns or has a valid lease or easement.



### APPROVAL

This application is hereby approved in the amount of \_\_\_\_\_ acre-feet, subject to the following terms, conditions and limitations:

(1) This permit is valid for 90 days, does not vest the holder any permanent water rights and is subject to cancellation by the Board.

(2) \_\_\_\_\_

Approved on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Expires on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
 J.D. Strong, Interim Executive Director

# Surface or Stream Water Permits

## Application for a Permit to Use Surface or Stream Water

### What you need to get started:

- Calculate how much water you will need annually (Public Water Supply can use a schedule of use)
- Decide where you will access the water-the diversion point
- Determine where the water will be used-the area of use
- Obtain deeds, easements or leases

# Application for a Permit to Use Surface or Stream Water

**OFFICE USE ONLY**

Application No. \_\_\_\_\_  
 Type of Permit \_\_\_\_\_  
 Stream System Code \_\_\_\_\_  
 Reservoir Code \_\_\_\_\_  
 Hydrologic Unit Code \_\_\_\_\_

**APPLICATION FOR A PERMIT TO USE SURFACE OR STREAM WATER**

**OKLAHOMA WATER RESOURCES BOARD**  
 PLANNING & MANAGEMENT DIVISION  
 3800 North Classen Blvd., Oklahoma City, OK 73118  
 Phone: (405) 530-8800 Fax: (405) 530-8900  
 Website: www.owrb.ok.gov

**APPLICATION FILING FEE**

Amount of Water Requested	Fee
0 - 320 acre-feet.....	\$195.00
321 - 640 acre-feet.....	\$305.00
641 - 1500 acre-feet.....	\$380.00
Over 1500 acre-feet.....	\$380.00*

\*Plus \$155.00 for each 500 acre-feet (or any increment thereof) over 1500 acre-feet. (Maximum Fee \$3,000.00)

**1. NAME & ADDRESS** (Print the applicant's full name, as listed on the ownership documentation, and mailing address)

Applicant Name \_\_\_\_\_ Phone ( ) - \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Contact Name (if applicable) \_\_\_\_\_ Phone ( ) - \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**2. TYPE OF SURFACE WATER PERMIT REQUESTED** (Check One)

- Regular Permit** – authorizes diversion and use of water on a year-round basis \*
- Seasonal Permit** – authorizes diversion and use of water for specific time periods during a calendar year.
- Term Permit** – valid for a term of years and does not vest the holder with any permanent right.  
 (Provide ending date for term permit: \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_)

**3. PURPOSE(S) FOR WHICH WATER WILL BE USED** (List the purpose(s) for which the water will be used and the number of acre-feet for each purpose. Note: one acre-foot of water will cover one acre of land one foot deep and is equal to 325,851 gallons)

AMOUNT	PURPOSE	OFFICE USE ONLY
_____ acre-feet of water will be used for	Irrigation, public water supply,	SIC Codes
_____ acre-feet of water will be used for	Industrial, mining, recreation/fish &	_____
	wildlife, commercial	_____
Total Amount Requested _____ acre-feet, Pumping Rate not to Exceed _____ gallons per minute		

**Irrigation Only:** \_\_\_\_\_ acres will be irrigated. Proposed Crops \_\_\_\_\_

**4. DIVERSION(S) OF WATER:** Source, Location and Method of Diversion (For each diversion point, state the amount of water in acre-feet to be diverted annually and give the legal description to the nearest ten (10)-acre tract. Legal description of the diversion point must match the area drawn on the attached plat. If additional space is needed, list on a separate sheet of paper.)

Will the water be used as a non-consumptive use in a pond, lake or reservoir and will not be pumped or moved from one location to another? Yes No (If yes, use the location of the dam or spillway as the point of diversion below.)

\_\_\_\_\_ acre-feet of water will be diverted from:  
 \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_ OS Rng. \_\_\_\_\_ EDM in \_\_\_\_\_ County  
 N  EDM  
 S Rng.  WIM

\* Regular permits have priority dates for determining user priority use during droughts and seasonal low flows; domestic users have highest priority

# Application for a Permit to Use Surface or Stream Water

**Source of Water:** (Check one and provide the requested information showing the source of water to be diverted.)

- Direct Diversion from a Stream or River- Name of Stream: \_\_\_\_\_
- Natural Resources Conservation Service Flood Control Site - N.R.C.S Site No. \_\_\_\_\_  
Watershed Name \_\_\_\_\_
- Reservoir or Pond - Name of Reservoir: \_\_\_\_\_  
River or Stream Name Reservoir is Located on: \_\_\_\_\_  
Reservoir is (Check one):  Existing (Date Completed \_\_\_\_\_)  
 Under Construction  Planned
- Storage: \_\_\_\_\_ acre-feet; Average Depth: \_\_\_\_\_ feet; Surface Area: \_\_\_\_\_ acres

**Method of Diversion:** (Check one and provide description of the system to be used)

- Gravity: \_\_\_\_\_
- Pump: \_\_\_\_\_

Do you own or lease the land on which the point of diversion will be located?  Yes  No (If available, attach a copy of the deed, lease agreement, etc. showing the right to use the point of diversion.)

Will water lines cross public right-of-ways or another landowner's property?  Yes  No (If yes and available, attach a copy of the easement.)

(Note: If the deed, lease agreement, etc. and/or the easement is not submitted, the permit, if issued, will contain a condition requiring submittal of the information before water use begins.)

**5. LEGAL DESCRIPTION OF AREA OF USE** (List the legal description of the area of use. Please do not use city lot and block numbers or metes and bounds. If additional space is needed, list on a separate sheet of paper. Legal description must be drawn on the attached plat and must match the area of use described below. Municipal and rural water entities refer to #6 below.)

\_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  EIM  
 S Rng.  WIM in \_\_\_\_\_  
 BCM County

\_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  EIM  
 S Rng.  WIM in \_\_\_\_\_  
 BCM County

\_\_\_\_\_ acres in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  EIM  
 S Rng.  WIM in \_\_\_\_\_  
 BCM County

**FOR IRRIGATION ONLY:** Do you own or lease the land to be irrigated?  Yes  No (If available, attach a copy of the deed or lease. If not available, the permit, if issued, will require that a deed or lease be submitted before water use begins.)

## 6. JUSTIFICATION OF PRESENT AND FUTURE NEED \*

**IRRIGATION:** Completion of #3 serves as justification of need for amounts requested for irrigation for common crops grown in Oklahoma. The Board will use appropriate publications and information the applicant submits in determining the amount of water needed.

**MUNICIPAL AND RURAL WATER ENTITIES:** Submit population projection figures and all other methodologies, calculations, and additional information used to determine amount of water requested. Submit a map of the service areas and the water line locations. The map must show points of reference or scale. A schedule of use based on population growth may also be submitted.

**INDUSTRIAL, COMMERCIAL AND AGRICULTURE (NON-IRRIGATION):** Submit methodology, calculations, and additional information used to determine amount of water requested.

\* Schedule of use for cities allows gradual increase over time; for agriculture the water amount has to be over 5 af/yr

# Application for a Permit to Use Surface or Stream Water

## Oklahoma Water Resources Board STREAM WATER Application Plat (Instruction Sheet Provided)

Applicant Name \_\_\_\_\_ Application # \_\_\_\_\_

*Note: Drawings must match the legal descriptions provided in questions #4 and #5 in the application and one copy of the plat must be filed with the application.*

NW NW NW	NE NW NW	SW NE NW	SE NE NW	NW NW NE	NE NW NE	NW NE NE	SE NE NE
SW NW NW	SE NW NW	SW NE NW	SE NE NW	SW NW NE	SE NW NE	SW NE NE	SE NE NE
NW SW NW	NE SW NW	NW SE NW	SE SE NW	NW SW NE	NE SW NE	NW SE NE	SE SE NE
SW SW NW	SE SW NW	SW SE NW	SE SE NW	SW SW NE	SE SW NE	SW SE NE	SE SE NE
NW NW SW	NE NW SW	NW NE SW	SE NE SW	NW NW SE	NE NW SE	NW NE SE	SE NE SE
SW NW SW	SE NW SW	SW NE SW	SE NE SW	SW NW SE	SE NW SE	SW NE SE	SE NE SE
NW SW SW	NE SW SW	NW SE SW	SE SE SW	NW SW SE	NE SW SE	NW SE SE	SE SE SE
SW SW SW	SE SW SW	SW SE SW	SE SE SW	SW SW SE	SE SW SE	SW SE SE	SE SE SE



Section - Township - Range \_\_\_\_\_

County \_\_\_\_\_



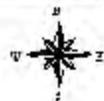
Land Owned or Leased



Area of Use



Point of Diversion



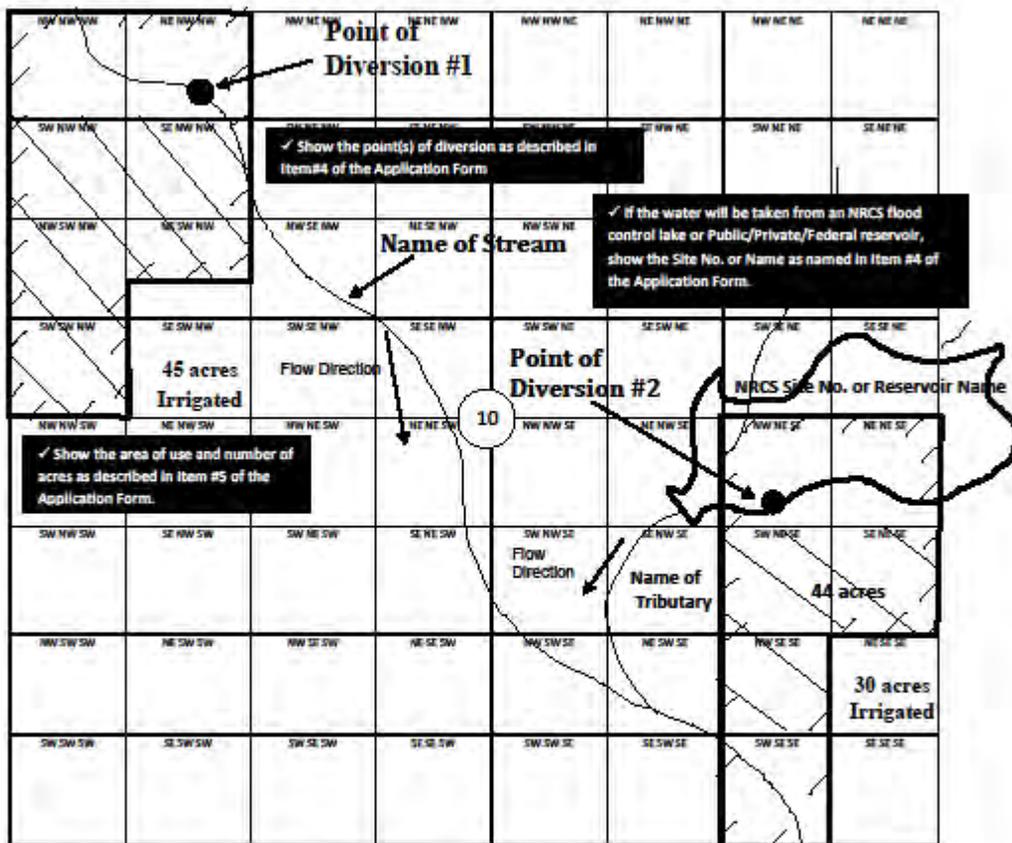
# Application for a Permit to Use Surface or Stream Water

## INSTRUCTIONS

### Oklahoma Water Resources Board STREAM WATER Application Plat

Applicant Name John Doe Application # \_\_\_\_\_

*Note: Drawings must match the legal descriptions provided in questions #4 and #5 in the application and one copy of the plat must be filed with the application.*



Section 10 – Township 12N-Range 01W  
Section – Township – Range

Oklahoma  
County

-  Land Owned or Leased
-  Area of Use



# Application for a Permit to Use Surface or Stream Water

## APPLICATION FOR A PERMIT TO USE SURFACE OR STREAM WATER

**OKLAHOMA WATER RESOURCES BOARD**  
 PLANNING & MANAGEMENT DIVISION  
 3800 North Classen Blvd., Oklahoma City, OK 73118  
 Phone: (405) 530-8800 Fax: (405) 530-8900  
 Website: www.owrb.ok.gov

### OFFICE USE ONLY

Application No. \_\_\_\_\_  
 Type of Permit \_\_\_\_\_  
 Stream System Code \_\_\_\_\_  
 Reservoir Code \_\_\_\_\_  
 Hydrologic Unit Code \_\_\_\_\_

### APPLICATION FILING FEE

<u>Amount of Water Requested</u>	<u>Fee</u>
0 - 320 acre-feet.....	\$195.00
321 - 640 acre-feet.....	\$305.00
641 - 1500 acre-feet.....	\$380.00
Over 1500 acre-feet.....	\$380.00*

\*Plus \$155.00 for each 500 acre-feet (or any increment thereof) over 1500 acre-feet. (Maximum Fee \$3,000.00)

**1. NAME & ADDRESS** (Print the applicant's full name, as listed on the ownership documentation, and mailing address)

Applicant Name \_\_\_\_\_ Phone ( ) - \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Contact Name (if applicable) \_\_\_\_\_ Phone ( ) - \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**2. TYPE OF SURFACE WATER PERMIT REQUESTED** (Check One)

- Regular Permit** - authorizes diversion and use of water on a year-round basis
- Seasonal Permit** - authorizes diversion and use of water for specific time periods during a calendar year.
- Term Permit** - valid for a term of years and does not vest the holder with any permanent right.  
 (Provide ending date for term permit: \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_)

**3. PURPOSE(S) FOR WHICH WATER WILL BE USED** (List the purpose(s) for which the water will be used and the number of acre-feet for each purpose. Note: one acre-foot of water will cover one acre of land one foot deep and is equal to 325,851 gallons)

AMOUNT \_\_\_\_\_ PURPOSE \_\_\_\_\_  
 \_\_\_\_\_ acre-feet of water will be used for \_\_\_\_\_  
 \_\_\_\_\_ acre-feet of water will be used for \_\_\_\_\_

### OFFICE USE ONLY

SIC Codes

Total Amount Requested \_\_\_\_\_ acre-feet; Pumping Rate not to Exceed \_\_\_\_\_ gallons per minute

**Irrigation Only:** 45 acres will be irrigated. Proposed Crops Wheat, soybeans

**4. DIVERSION(S) OF WATER:** Source, Location and Method of Diversion (For each diversion point, state the amount of water in acre-feet to be diverted annually and give the legal description to the nearest ten (10)-acre tract. Legal description of the diversion point must match the area drawn on the attached plat. If additional space is needed, list on a separate sheet of paper.)

Will the water be used as a non-consumptive use in a pond, lake or reservoir and will not be pumped or moved from one location to another? Yes No  Yes, use the location of the dam or spillway as the point of diversion below.)

\_\_\_\_\_ acre-feet of water will be diverted from:

NE 1/4 of \_\_\_\_\_ NW 1/4 of \_\_\_\_\_ NW 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_ 10 \_\_\_\_\_ 12  N  S Rng. \_\_\_\_\_ 1  EIM  WIM in \_\_\_\_\_ Oklahoma  
 ECM County

# Application for a Permit to Use Surface or Stream Water

**Source of Water:** (Check one and provide the requested information showing the source of water to be diverted.)

- Direct Diversion from a Stream or River- Name of Stream: \_\_\_\_\_
- Natural Resources Conservation Service Flood Control Site - N.R.C.S Site No. \_\_\_\_\_  
Watershed Name \_\_\_\_\_
- Reservoir or Pond - Name of Reservoir: \_\_\_\_\_  
River or Stream Name Reservoir is Located on: \_\_\_\_\_  
Reservoir is (Check one):  Existing (Date Completed \_\_\_\_\_)  
 Under Construction  Planned
- Storage: \_\_\_\_\_ acre-feet; Average Depth: \_\_\_\_\_ feet; Surface Area: \_\_\_\_\_ acres

**Method of Diversion:** (Check one and provide description of the system to be used)

- Gravity: \_\_\_\_\_
- Pump: \_\_\_\_\_

Do you own or lease the land on which the point of diversion will be located?  Yes  No (If available, attach a copy of the deed, lease agreement, etc. showing the right to use the point of diversion.)

Will water lines cross public right-of-ways or another landowner's property?  Yes  No (If yes and available, attach a copy of the easement.)

(Note: If the deed, lease agreement, etc. and/or the easement is not submitted, the permit, if issued, will contain a condition requiring submittal of the information before water use begins.)

**5. LEGAL DESCRIPTION OF AREA OF USE** (List the legal description of the area of use. Please do not use city lot and block numbers or metes and bounds. If additional space is needed, list on a separate sheet of paper. Legal description must be drawn on the attached plat and must match the area of use described below. Municipal and rural water entities refer to #6 below.)

45 acres in 1/4 of W2 1/4 of NW 1/4 of Section 10 Twp. 12  N  S Rng. 1  EIM  WIM in Oklahoma County

30 acres in 1/4 of E2 1/4 of SE 1/4 of Section 10 Twp. 12  N  S Rng.  EIM  WIM in Oklahoma County

\_\_\_\_\_ acres in 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  S Rng. \_\_\_\_\_  EIM  WIM in \_\_\_\_\_ County

**FOR IRRIGATION ONLY:** Do you own or lease the land to be irrigated?  Yes  No (If available, attach a copy of the deed or lease. If not available, the permit, if issued, will require that a deed or lease be submitted before water use begins.)

## 6. JUSTIFICATION OF PRESENT AND FUTURE NEED

**IRRIGATION:** Completion of #3 serves as justification of need for amounts requested for irrigation for common crops grown in Oklahoma. The Board will use appropriate publications and information the applicant submits in determining the amount of water needed.

**MUNICIPAL AND RURAL WATER ENTITIES:** Submit population projection figures and all other methodologies, calculations, and additional information used to determine amount of water requested. Submit a map of the service areas and the water line locations. The map must show points of reference or scale. A schedule of use based on population growth may also be submitted.

**INDUSTRIAL, COMMERCIAL AND AGRICULTURE (NON-IRRIGATION):** Submit methodology, calculations, and additional information used to determine amount of water requested.



# Amendments to Surface Water Permits:

Can only amend the following:

- Areas of Use
- Rate of Diversion
- Diversion Point locations (if reasonably close)

Surface Water  
Application for 90-Day  
Provisional Temporary  
Permit

# Surface Water Application for 90-Day Provisional Temporary Permit

DATE RECEIVED \_\_\_\_\_

## SURFACE WATER APPLICATION FOR 90-DAY PROVISIONAL TEMPORARY PERMIT

OFFICE USE ONLY

PT \_\_\_\_\_  
SS \_\_\_\_\_

Oklahoma Water Resources Board / Permitting Section  
3800 N Classen Blvd - Oklahoma City OK 73118

Phone (405) 530-8800 - Fax (405) 530-8900 - Website: www.owrb.ok.gov

Submit one of the following filing fees: \$155.00 Standard Fee or \$205.00 Expedited Processing Fee  
Or \$410.00 Post-use Fee (if water used prior to permit issuance)

Applicant's Name \_\_\_\_\_  
Contact Person / Title \_\_\_\_\_  
Address / Box No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail / Cellular \_\_\_\_\_

Amount of surface water requested \_\_\_\_\_ acre-feet  
(1 acre-foot = 325,851 U.S. Gallons)

Purpose: I Irrigation of \_\_\_\_\_ acres  
Municipal Oil & Gas Drilling Industrial  
Other \_\_\_\_\_

Water to be diverted from: Stream Creek Pond  
I SCS Site I Lake Federal Reservoir

Name of source of water, if known \_\_\_\_\_

Rate of withdrawal will not exceed \_\_\_\_\_ gpm

Method of Diversion \_\_\_\_\_

Point of Diversion: \_\_\_\_\_ % of \_\_\_\_\_ % of \_\_\_\_\_ %  
of Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
County \_\_\_\_\_

Area of Use: \_\_\_\_\_ % of \_\_\_\_\_ % of \_\_\_\_\_ %  
of Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
County \_\_\_\_\_

Oil / Gas Lease Name \_\_\_\_\_

Applicant Owns: Land at the point of diversion? Yes No

Land on which water lines will be located? Yes No

If the answer to either of the above questions is NO, submit  
written consent from appropriate landowner(s).

Economic Hardship will occur if permit is not granted? Yes No

I verify that the above is true and accurate to the best of  
my knowledge, and that I will comply with all applicable  
laws and regulations of the State of Oklahoma.

Authorized Signature \_\_\_\_\_

Name of Signer \_\_\_\_\_

If different from above: Please Print

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

### NOTARY

Subscribed and sworn before me

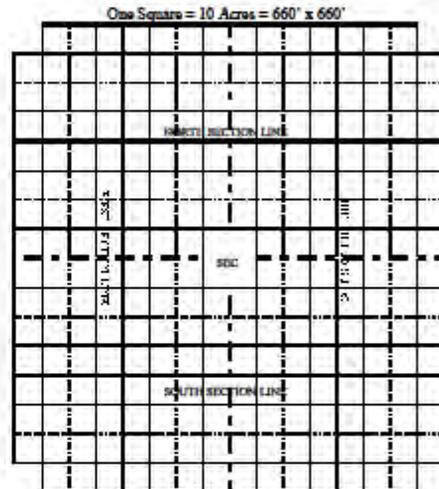
this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_  
(Seal)

### INSTRUCTIONS FOR PLAT

- Spot location of diversion point(s). Sketch in: Ponds, Streams, Lakes, Water lines, etc.



### APPROVAL

This application is hereby approved in the amount of \_\_\_\_\_  
acre-feet, subject to the following terms, conditions and  
limitations:

- Provided existing appropriate rights and domestic uses  
downstream are not affected by this diversion of water.
- This permit is valid for 90 days, does not vest the holder  
with any permanent water rights, and is subject to  
cancellation by the Board.
- \_\_\_\_\_

Approved on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Expires on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
J.D. Strong, Interim Executive Director

Form SW 77010 / 06-10

THE END

AND

GOOD LUCK

ON YOUR NEXT

APPLICATION

# Water Rights Workshop

- Common Problems:
  - Making changes to a water right
  - Water Use Reports
  - Verifying the accuracy of a Water Right
    - Well locations
    - Diversion points
    - Area of use
    - Withdrawal rates (gpm)

# When Must You Contact Us?

- **Groundwater: Changing/Adding Dedicated Lands or Adding Water**
  - Before adding/changing dedicated lands or increasing the amount of water allocated, an amendment application must be submitted. Any changes or additions to the dedicated lands or changes in water allocation require notice.
  - Changes or additions in area of use must be submitted in writing but do not require notice unless otherwise determined by the Board.
  - Prior rights cannot be amended to add water.
- **Stream Water: Changing diversion point, area of use, purpose or rate of withdrawal**
  - Submit request in writing and staff will fill out a petition to change and mail it to the permit holder.
  - Notice required

# Changing/Adding Uses

If you are wishing to sell water to an oil company, municipality/rural water district, expand into livestock production, or any other non-domestic purpose not previously permitted, you will need to file a petition to amend your existing permit.

- **(Notice is required)**
- **In Oklahoma Groundwater rights are a private property right (OAC 785:30-1-4).**
- **Stream water is public owned and therefore stream water rights are calculated and allocated based on availability and a justified purpose (OAC 785:20-1-6).**

# Adding/Replacing Wells

- **Before drilling/adding new wells (OAC 785:30-7-4)**
  - Permit or Prior Right holder submits an amendment form for an additional well(s) where such well(s) are necessary to withdraw the amount authorized by the existing permit.
  - **The petition shall be filed prior to drilling the well(s)** The additional well(s) must be located on lands dedicated to the permit, meet spacing requirements or location exceptions. (**Drill at own RISK**)
  - For well locations authorized by a permit or prior right, replacement wells may be drilled on dedicated lands without prior approval if the proposed replacement well will not be closer than meets established well spacing or will not be closer than (1320') where well spacing is not applicable. For a location authorized by permit or prior right where the proposed replacement well location is within one-thousand three hundred twenty feet (1,320') of lands owned by another
    - Must notify the OWRB Permitting Section regarding the location of the new well
  - the replacement well may be drilled on lands relied on to establish the prior right or dedicated lands without prior approval of the Executive Director, provided the replacement well is within two-hundred fifty feet (250) of the well to be replaced.
  - If none of the above can be met, a petition for an additional well shall be filed.
  - If an **application** is filed after the use of the water has begun, the filing fee is double. 785:30-1-4(f) And a Provisional Temporary Permit must be obtained during use till amendment is approved.

# Diversion Points and Wells Located in Correct 10-acre Tracts

- To be authorized, the specific location information about existing and proposed wells must be provided or the wells must be located in the potential well area or areas. If the proposed well area proposed area covers multiple 10-acre tracts or the well is completed in a 10-acre tract not specified or authorized in the permit, you must contact us to amend the permit, you well is not authorized to use.
- If multiple Diversion points are specified, each must be located in the correct authorized location. If during completion of works, a diversion point ends up in a 10-acre tract not specified/authorized, you must contact us to correct the location before this diversion point can be authorized for use.
- Accuracy of the location of permitted wells and diversions points is of the utmost importance in maintaining the accuracy and integrity of our records and data generated.

# Selling Lands Covered by a Water Right

- Groundwater and Stream water rights are transferable.
  - New landowner shall provide
    - Completed and notarized petition
    - Filing fee of \$55.00
    - Proof of ownership/lease, etc. of the lands where the existing permit(s) is located.
  - It is the responsibility of the buyer/seller to notify us of land transactions involving active water rights. If previous owner notifies us that a sale or transfer was made, we will contact new owner.
    - (30) days to submit the transfer or the water right will may be subject to cancellation.

# Water Use Regulations and Requirements

## Stream Water

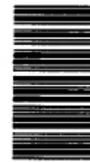
- Required to report usage every year
- May be reduced or cancelled

## Groundwater

- Regular Permit (Studied Basin) & Prior Rights
  - Required to report usage every year
  - No reduction for using less than allocation
- Temporary Permit (Unstudied Basin)
  - Required to report usage every year
  - Permit revalidated (required every year)
  - Possible cancellation of permit

# Working with Others

- A new irrigation water use report has recently been drafted to help reduce confusion and simplify the reporting process.
- Senator Justice and Board Member Marilyn Feaver set up a meeting with OK Farm Bureau to discuss water use reporting.
- Suggestions from the meeting were incorporated into the new form.
- OWRB looks forward to working with other groups in the future so we may continue to simplify and improve reports and applications.



OWRB No. 000 [REDACTED]

**2010 ANNUAL GROUNDWATER USE REPORT**  
**- IRRIGATION / AGRICULTURE**

Page 1 of 2



<b>Water Right Information</b>	<b>WATER RIGHT NO.</b> <span style="background-color: blue; color: blue;">[REDACTED]</span>	<b>FACILITY</b> Kiowa Ranch Complex		
	<b>COUNTY</b> Beaver	<b>SOURCE</b> 1110 - Ogallala in Panhandle Region		
<b>Legal Description of Wells</b>	CR S2 S2 10 03N 28EC CR E2 E2 16 03N 28EC SW SE NE 21 03N 28EC NW NE NW 23 03N 28EC	SW SE NE 14 03N 28EC CR NW 16 03N 28EC SW NE NE 22 03N 28EC SW NE SW 23 03N 28EC	CR W2 W2 14 03N 28EC CR SW 16 03N 28EC SW NE SE 22 03N 28EC SW NW NW 26 03N 28EC	CR N2 S2 15 03N 28EC SW SW NW 21 03N 28EC CR W2 W2 22 03N 28EC SW NW SW 27 03N 28EC
<b>Legal Description of Land</b>	S2 10 03N 28EC 16 03N 28EC W2 23 03N 28EC SW NW 27 03N 28EC	14 03N 28EC W2 W2 21 03N 28EC N2 NW 26 03N 28EC E2 SE 28 03N 28EC	S2 N2 15 03N 28EC E2 21 03N 28EC N2 N2 27 03N 28EC	S2 15 03N 28EC 22 03N 28EC W2 SW 27 03N 28EC
<b>Amount of Water Authorized</b>	7,920.0 Acre Feet / Year			

If you wish to CANCEL this water right, check this box:

1. Please complete **ONLY ONE** of the following:

A. Check this box if **no** water was used:   
**OR**

B. Pumping rate in gallons per minute: \_\_\_\_\_ X hours pumped: \_\_\_\_\_ X 60 minutes per hour = \_\_\_\_\_  
**OR** (Total gallons used)

C. Acres irrigated: \_\_\_\_\_ X times irrigated: \_\_\_\_\_ X inches per application: \_\_\_\_\_ / 12 = \_\_\_\_\_  
**OR (If Available)** (Acre feet used)

D. Meter Reading: \_\_\_\_\_ - \_\_\_\_\_ = \_\_\_\_\_  
 (December 31, 2010) (January 1, 2010) (Total gallons used)

2. Type of system used (circle): gravity, flood, trickle-drip, center pivot sprinkler, sprinkler (other than CP), sub surface

3. Amount of water used for other authorized purposes. Do not list amounts used for domestic uses (for example household, cattle, restrooms, irrigation of less than 3 acres, fire protection, etc.) or water authorized under a 90-day provisional temporary permit. **Other non-domestic uses must be authorized under the water right.**

PURPOSE	AMOUNT IN GALLONS

**1 acre-foot = 325,851 gallons**

**Sign and date the report. Please return within 60 days. See reverse side for name, address or ownership changes.**

Signature of Water Right Holder or Authorized Agent \_\_\_\_\_ Title \_\_\_\_\_ Telephone \_\_\_\_\_ Date \_\_\_\_\_

**NAME, ADDRESS OR CONTACT CHANGES**

Please check your name and address as printed on the reverse side of this page. If it is incorrect or incomplete, make any necessary changes in the space provided below. If you are no longer the person responsible for completing this report and ownership of the land has not changed, please print or type the information requested below.

Check one: Address Correction \_\_\_\_\_ New Contact Person \_\_\_\_\_ Date of Change (month and year) \_\_\_\_\_

Water Right Number(s): \_\_\_\_\_

Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

**OWNERSHIP CHANGES**

If ownership has changed for the water right listed on the reverse side of this page, please print or type the information requested below.

Water Right Number(s): \_\_\_\_\_

New Owner's Name/Title: \_\_\_\_\_

New Owner's Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_



OWRB No. [REDACTED]

**2010 Annual Groundwater Right Administration Fee Invoice**



Page 111 of 111

**WATER RIGHT NUMBERS**

19640097A	19930553	19950624	19960580	19970641
19640748	19930586A	19950625	19960600	19970654
19640929A	19940504	19950626	19960638	20020606
19650395A	19940505	19950627	19960651	
19650592A	19940511	19950642	19960653	
19660310A	19940542	19950643	19960657	
19660311A	19940579	19950644	19960665	
19660314A	19940615	19950645	19960669	
19660315A	19940616	19950646	19970515	
19660534A	19950546	19960539	19970527	
19670347A	19950558	19960560	19970549	
19680317	19950559	19960562	19970609	
19700120A	19950569	19960568	19970619	
19710073A	19950573	19960569	19970620	
19900564B	19950574	19960570	19970621	

**Total Annual Water Right Administration Fee: \$500.00**

(\$50 per water right up to maximum \$500 per entity)

The new annual water right administration fee is a result of the amendment of Oklahoma Administrative Code Section 785:5-1-10 effective May 27, 2010. The maximum fee imposed on any one entity holding groundwater rights is \$500 per year.

The 2010 water use report and administration fee is due by March 15, 2011. If the report is filed on or after April 15, 2011, a late fee of \$50.00 per water right will be charged.

**Please return this invoice with a check payable to the Oklahoma Water Resources Board.**



OWRB No. 00 [redacted] **2010 Annual Surface Water Right Administration Fee Invoice**

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OKLAHOMA CITY, OK 73102-4406

**WATER RIGHT NUMBERS**

- 19390055
- 19540613
- \* 19570328
- 19730282D
- 19800048
- 19980043
- 20020037
- 20020038
- 20020039
- \* 20030020

\* Since your water right for recreation, fish and wildlife does not involve pumping or diversion of water, it is considered "nonconsumptive" and does not require reporting an amount used. Annual payment of the administration fee will be considered verification of use for this water right.

**Total Annual Water Right Administration Fee: \$500.00**  
(\$50 per water right up to maximum \$500 per entity)

The annual water right administration fee is a result of the enactment of Enrolled House Joint Resolution 1105 effective May 8, 2008. The maximum fee imposed on any one entity holding surface water rights is \$500 per year.

The 2010 water use report and administration fee is due by March 15, 2011. If the report is filed on or after April 15, 2011, a late fee of \$50.00 per water right will be charged.

Please note: Oklahoma Stream Water Law (Title 82 O.S., sections 105.17 and 105.18) requires a water right holder to beneficially use the water, or the right is subject to reduction or cancellation. If no water use report and administration fee are received, our records will indicate no use of water.

**Please return this invoice with a check payable to the Oklahoma Water Resources Board.**

# Water Use Reporting

## Stream water

- Accurate data for stream water allocation modeling
- Predicting shortages/proactive management
- Best use of water
- Cancellation/Reduction reviews

## Groundwater

- Track trends in usage
- Knowledge of water availability
- Manage basin equal proportionate share
- Hydrologic modeling for basin studies
  - All data is also used by the USGS
  - Also used in modeling for the Oklahoma Comprehensive Water Plan

# OWRB and You

- Important to know the details of each permit held
  - You are responsible for maintaining the accuracy of:
    - Well locations, dedicated lands, areas of use, purpose for which the water will be used, diversion point locations, etc.
    - Safety of the works put in place for stream water use.
    - Meeting minimum well construction standards.
    - Using no more than the authorized amount of water.
    - Annual water use reporting.
  - Must abide by all conditions placed on a permit
    - Including provisions on waste by depletion and waste by pollution.
    - 7-year use it or lose it provision for stream water rights.
- What can you do this year?
  - When you receive your annual use report, take the time to review your water rights and verify all permitted information (especially locations of wells/diversion points)
    - Contact OWRB staff if you need a copy of your water rights.
    - Verify the accuracy of well locations/diversion points (GPS location if possible) and areas of use
  - Notify OWRB permitting staff if inaccuracies are found.

# Continued...

- Be familiar with the approved uses contained on your water right(s). If you are approached to sell water to a municipality, rural water district, or oil/gas company and the only authorized use permitted on your water right is irrigation, you must first amend your permit and reallocate a portion to the new use before selling water.
- Being familiar with your water rights and verifying the accuracy of your permit helps further assures the information you are providing on your water use report is accurate and complete.

# Questions?

Oklahoma Water  
Resources Board  
3800 North Classen  
Boulevard  
Oklahoma City,  
Oklahoma 73118

State of Oklahoma

**OWRB**  
WATER RESOURCES BOARD  
the water agency

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[rlsandbo@owrb.ok.gov](mailto:rlsandbo@owrb.ok.gov)  
[rhwicker@owrb.ok.gov](mailto:rhwicker@owrb.ok.gov)  
[ajtaylor@owrb.ok.gov](mailto:ajtaylor@owrb.ok.gov)

Phone: 405-530-8800

Oklahoma COMPREHENSIVE

**Water**  
PLAN