

Completion Checklist for CWRE Claims of Beneficial Use



Map Review:

- _____ Map on polyester film
- _____ Application & permit #; or transfer #
- _____ Disclaimer
- _____ North arrow
- _____ CWRE stamp and signature
- _____ Appropriate scale (1" = 1320', 1" = 400', or the original full-size scale of the county assessor map)
- _____ Township, range, section, and tax lot numbers
- _____ Source illustrated if surface water
- _____ Point(s) of diversion or appropriation (illustrated)
- _____ Point(s) of diversion or appropriation (coordinates)
- _____ Conveyance structures illustrated (pump, pipelines, ditches, etc.)
- _____ Description of the location, in relation to the point of diversion or appropriation, of any fish screens, by-pass devices, and measuring devices required
- _____ Place of use (1/4 1/4, or projected 1/4 1/4 lines within DLCs, or Gov Lots; if irrigation, # of acres in each subdivision; if for domestic or human consumption, location of dwelling or spigot)

Report Review:

- _____ On form or format provided by the Department
- _____ Application & permit #; or transfer #
- _____ Ownership information
- _____ Date of survey
- _____ Person interviewed
- _____ County
- _____ Tax lot information
- _____ Description of conveyances system (from POD to POU)
- _____ Source(s) of water
- _____ Point of diversion/appropriation location
- _____ Use, period of use, and rate for use
- _____ Place of use location
- _____ Type of use
- _____ Extent of use
- _____ Rate and Duty
- _____ Diversion rate for each use
- _____ Diversion works description (pump make, serial model, capacity, and description)
- _____ System capacity
 - _____ Calculated capacity of system (required)
 - _____ Measured amount of use (optional)
- _____ Permit/Transfer Final Order Conditions
 - _____ Time limits
 - _____ Initial water level measurements
 - _____ Annual static water level measurements
 - _____ Measurement, recording, and reporting
 - _____ Meter/measuring device
 - _____ Water use reporting
 - _____ Fish screening and/or by-pass
 - _____ Pump test (ground water)
 - _____ Other conditions
- _____ CWRE stamp and signature
- _____ Signature(s) of permittee or transfer holder