

# LONG-TERM APPLICATION FOR A PERMIT TO USE GROUNDWATER

**OKLAHOMA WATER RESOURCES BOARD**  
**WATER RIGHTS ADMINISTRATION 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 website for FAQs)

<b><u>APPLICATION FILING FEE</u></b>	
<i>Application review will not begin until the proper filing fee is received. Double the filing fee if water is used before application approval.</i>	
<u>Amount of Water Requested</u>	<u>Filing Fee**</u>
1 – 320 acre-feet.....	\$500.00
321 – 640 acre-feet.....	\$700.00
641 – 1,500 acre-feet.....	\$900.00
Over 1,500 acre-feet.....	\$900.00*
*Plus \$250.00 for each increment of 500 acre-feet above 1,500 acre-feet requested (Maximum Fee \$4,000.00).	
**Plus \$250.00 if the application overlies a sensitive sole-source groundwater basin. Applications for the purpose of enhanced recovery of oil and gas shall have a flat filing fee of \$4,500.00. If the requested amount of water is fractional, round up to the next whole number for the purposes of determining the filing fee.	

<b><u>OFFICE USE ONLY</u></b>
Application No. _____
Type of Permit _____
Groundwater Basin _____
Equal Proportionate Share _____

**1. NAME & ADDRESS** (Print the applicant name exactly as listed on the ownership documentation and fill in the contact information.)

Applicant Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Contact Name  
(during application review) \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

If correspondence needs to be sent during application review, it should be sent as:  Postal Mail  Email  Fax

Contact Name  
(after permit approval) \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**2. QUANTITY OF WATER & PURPOSE** (List the purposes for which the water will be used and the total number of acre-feet per year. Note: One acre-foot of water will cover one acre of land one foot deep and is equal to 325,851 gallons. Common purposes include irrigation, agriculture (greenhouses, animal farms), oil & gas, public water supply, commercial, industrial, power generation, and recreation, fish, & wildlife.)

Groundwater requested: \_\_\_\_\_ acre-feet per year. Water used in \_\_\_\_\_ county.

Purposes: \_\_\_\_\_

**For Growing Crops:** Proposed crops: \_\_\_\_\_

Approximate area of crops irrigated: \_\_\_\_\_ acres. If the applicant will use water (or sell water to an end user) to grow marijuana or hemp attach a copy of all associated user's OMMA or ODAFF licenses.

**3. OWNERSHIP & LEGAL DESCRIPTION OF LAND DEDICATED**

(List the legal description of all the land to be dedicated. Do not use city lot and block numbers or metes and bounds. If additional space is needed, list on a separate sheet of paper. An explanation of legal descriptions can be found on the OWRB website FAQs page. Dedicated land must be drawn on the application plats.)

\_\_\_\_\_ acres owned; \_\_\_\_\_ acres leased; \_\_\_\_\_ acres platted (**municipal only**) and dedicated to the application.

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

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

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

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

**4. WELL INFORMATION** (Please specify the number of wells requested for permitted use. For existing wells, write the 10-acre tract legal description where each well is located. For wells that have not been drilled, please describe the proposed well area where the wells may be drilled. If additional space is needed, list on a separate sheet of paper.)

Are there existing wells on land owned by others that are within applicable well spacing of the wells requested on the application? Spacing restrictions are 660 feet in alluvium & terrace and 1,320 feet in bedrock groundwater basins (not all groundwater basins have well spacing). If there is, an exception may be required.  Yes  No

Water is to be withdrawn from \_\_\_\_\_ total well(s) located in (All well locations must be drawn on the attached plat.):

\_\_\_\_\_ wells in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  S Rng. \_\_\_\_\_  EIM  WIM in \_\_\_\_\_ County Existing Well?  Yes  No  ECM

\_\_\_\_\_ wells in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  S Rng. \_\_\_\_\_  EIM  WIM in \_\_\_\_\_ County Existing Well?  Yes  No  ECM

\_\_\_\_\_ wells in \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of \_\_\_\_\_ 1/4 of Section \_\_\_\_\_ Twp. \_\_\_\_\_  N  S Rng. \_\_\_\_\_  EIM  WIM in \_\_\_\_\_ County Existing Well?  Yes  No  ECM

**For Existing Wells** (Please specify the depth and yield of the wells requested for permitted use. If multiple wells are requested, provide a range of values (e.g. 400 – 500 feet).)

Depth: \_\_\_\_\_ feet; Pumping Rate: \_\_\_\_\_ gallons per minute

**5. MUNICIPALITIES** (Only municipalities are required to complete this section. If platted lands are dedicated, please provide a map of the service area and water lines.)

**If platted lands are dedicated within the municipal boundaries:**

Will the municipality make water available to the platted lands area?  Yes  No

<b>OFFICE USE ONLY</b>	
<b>SIC Codes</b>	

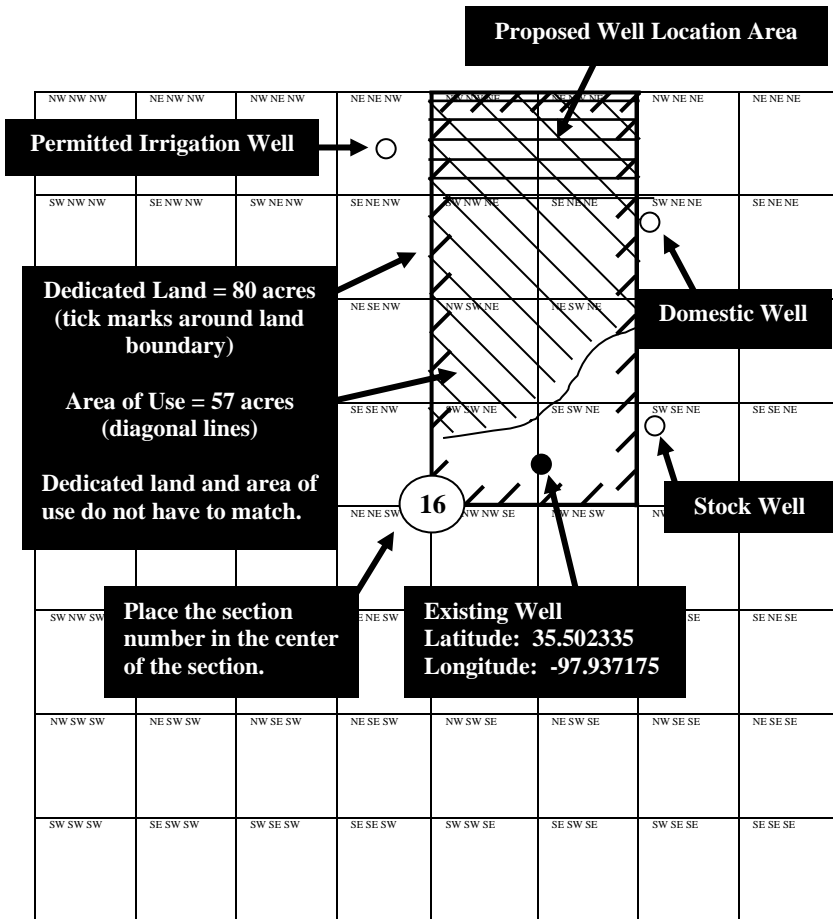
# INSTRUCTIONS FOR THE NEXT PAGE

## 6. PLAT MAP (Sample)

Applicant Name John and Jane Doe

Office Use Only: Application No. \_\_\_\_\_

The plat below represents one full section (640 acres or 1 square mile). Drawings must match the legal descriptions provided in questions #3 and #4 of the application. More than one plat map may be required.



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

1. Write the applicant name on the top of the page (should match your ownership document).
2. Write the section # in the circle in the middle of the section and the legal description and county on the bottom of the page.
3. Draw the land you want to dedicate. Denote this with tick marks around the land boundary.
4. Draw the area you plan to use the water. Denote this with parallel diagonal lines.
5. Draw a dot at the location of each existing well to be authorized. If a well log is not on file, latitude and longitude may be required. If the wells are proposed, draw horizontal lines over the 10-acre tracts where you want to drill the wells in the future.
6. Draw a hollow circle for all other existing water wells (e.g. stock, domestic, irrigation, permitted, etc.) within 1/4 mile of the existing wells to be permitted and the proposed well locations to be permitted.

Section 16 – Township 10N – Range 10WIM  
Section – Township – Range

Caddo  
County

	Land Dedicated		Area of Use		Proposed Well Location Area
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- Existing Wells to be Permitted
- Existing Wells Owned by Others (i.e. domestic, stock, permitted, etc.)



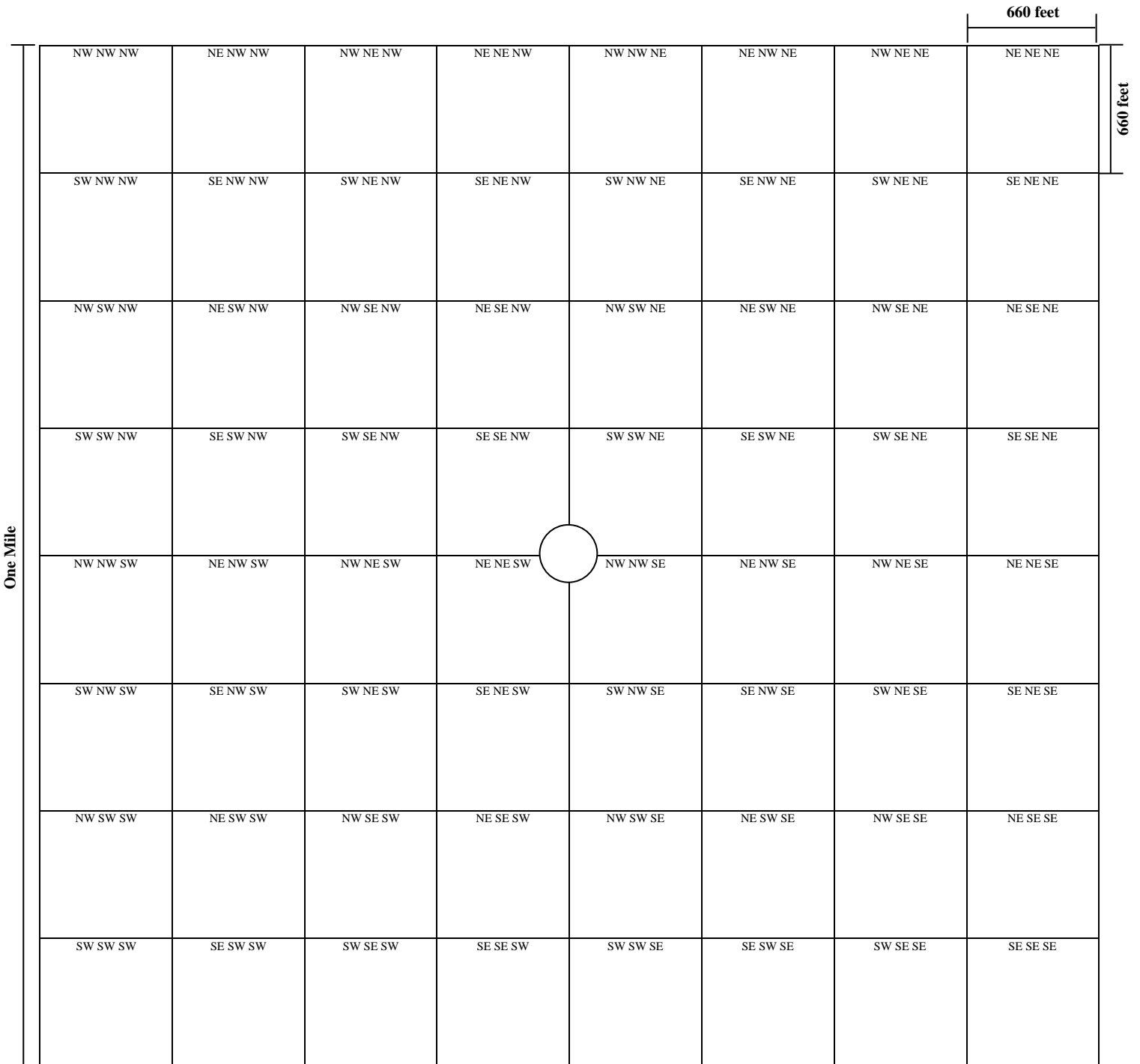
	Each smaller square represents a ten (10) acre tract (or 660 ft x 660 ft).
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# 6. PLAT MAP

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

Office Use Only: Application No. \_\_\_\_\_

Follow the instructions on the previous page. Drawings must match the legal descriptions provided in questions #3 and #4 of the application. More than one plat map may be required.



Section – Township – Range

County



Land Dedicated



Area of Use



Proposed Well Location Area

● Existing Wells to be Permitted

○ Existing Wells Owned by Others (i.e. domestic, stock, permitted, etc.)



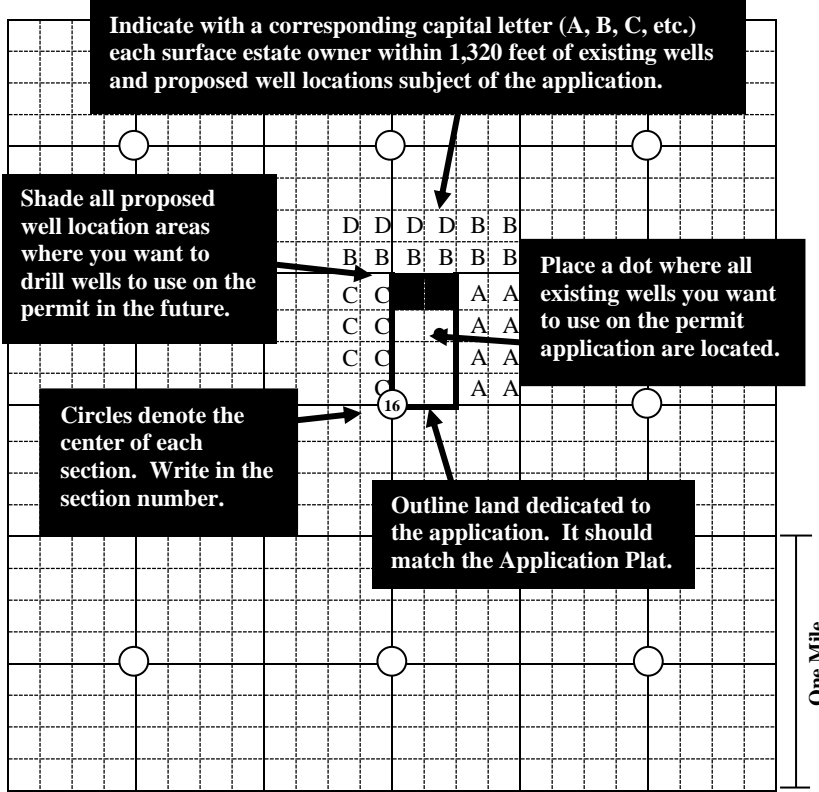
# INSTRUCTIONS FOR THE NEXT PAGE

## 7. SURFACE ESTATE OWNERS MAP (*Sample*)

Applicant Name John and Jane Doe

*Office Use Only:* Application No. \_\_\_\_\_

The map below represents nine (9) full sections of land each with a circle at the center. The applicant must furnish names and mailing addresses of all surface estate owners of land located within 1,320 feet (1/4 mile) from the location of the existing wells to be permitted as well as from the outside boundaries of all proposed well location areas to be permitted, unless otherwise directed by the Board. Mark applicant's existing wells to be permitted with a solid dot and shade all proposed well location areas. More than one surface estate owners map may be required.



### Instructions and Use of Symbols on the Surface Estate Owners Map

1. Write the applicant name on the top of the page (should match your ownership document).
2. Write section numbers in the circles at the middle of each section where land is dedicated, then draw the land you want to dedicate.
3. Draw the location of each existing well to be authorized with a dot. If the wells are proposed, shade in the 10-acre tracts where you want to drill the wells in the future.
4. To denote neighboring landowners, write letters in every 10-acre tract square within ¼ mile of the existing wells to be permitted and the proposed well locations to be permitted (up, down, side-to-side, and diagonally). Then write their name and address information at the bottom of the page. **Contact your county assessor office or county courthouse if you do not know this information.**

Name	Address
A. <u>John and Sophie Hoover</u>	<u>16200 N Park Hill Road, Tahlequah, OK 73000</u>
B. <u>Manuela Jones Revocable Living Trust</u>	<u>PO Box 40, Sayre, OK 75000</u>
C. <u>Metric Grains Incorporated</u>	<u>PO Box 185, Boise City, OK 76000</u>
D. <u>Commissioner of Land Office</u>	<u>204 N Robinson Ave, Suite 900, Oklahoma City, OK 73102</u>
E. _____	_____
F. _____	_____
G. _____	_____

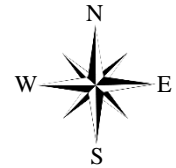
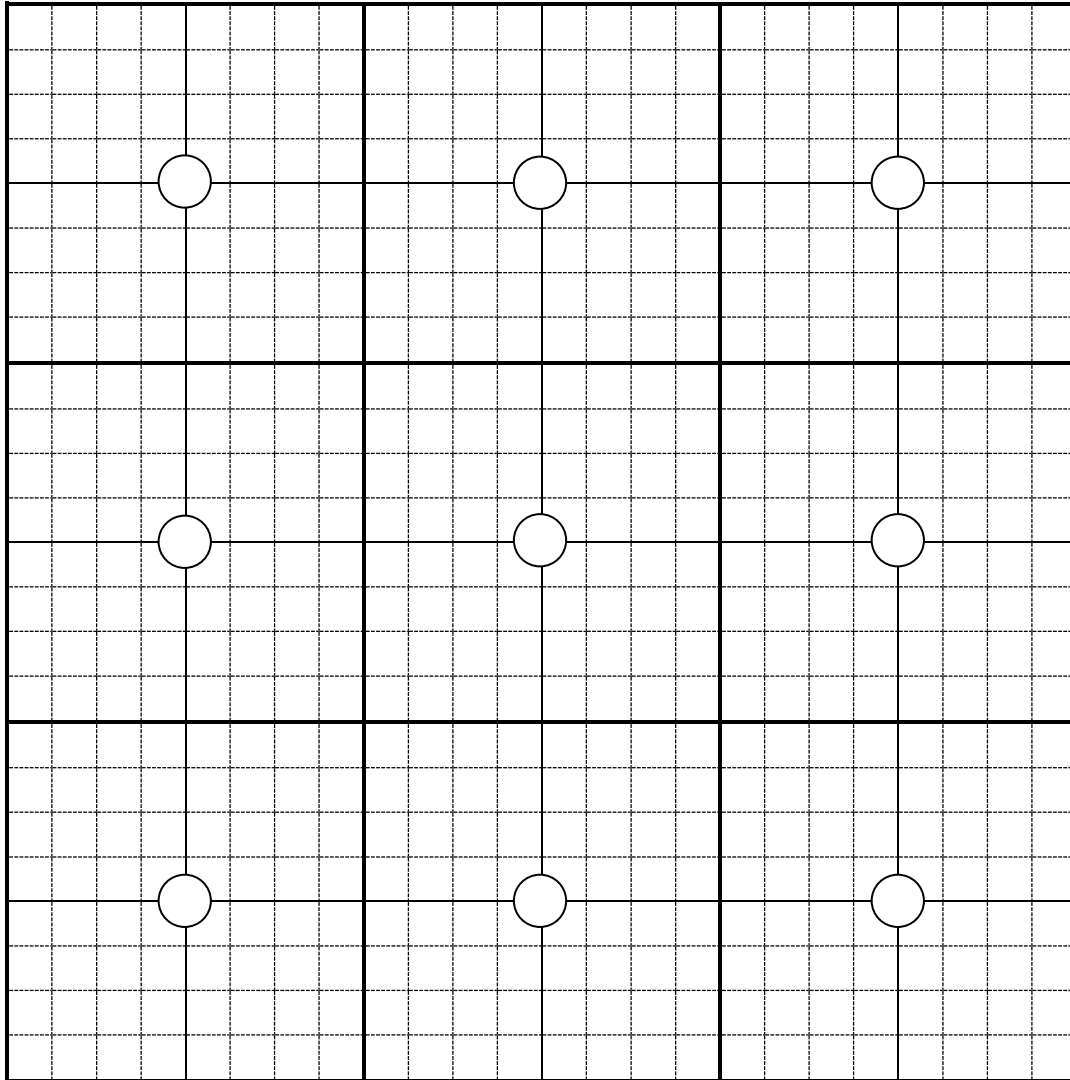
*Attach a separate sheet if more space is needed.*

# 7. SURFACE ESTATE OWNERS MAP

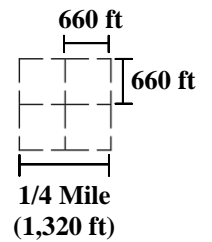
Applicant Name \_\_\_\_\_

Office Use Only: Application No. \_\_\_\_\_

The map below represents nine (9) full sections of land each with a circle at the center. The applicant must furnish names and mailing addresses of all surface estate owners of land located within 1,320 feet (1/4 mile) from the location of the existing wells to be permitted as well as from the outside boundaries of all proposed well location areas to be permitted, unless otherwise directed by the Board. Mark applicant's existing wells to be permitted with a solid dot and shade all proposed well location areas. More than one surface estate owners map may be required.



**Plat Scale**



Each of the smallest squares represent a 10-acre tract (660 ft x 660 ft).

One Mile

**Name**

**Address**

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_
- D. \_\_\_\_\_
- E. \_\_\_\_\_
- F. \_\_\_\_\_
- G. \_\_\_\_\_

*Attach a separate sheet if more space is needed.*

