

Form No.  
GWS-42  
08/2016

**COLORADO DIVISION OF WATER RESOURCES  
DEPARTMENT OF NATURAL RESOURCES**  
1313 Sherman St., Ste 821, Denver CO 80203  
(303) 866-3581  
[dwrpermitsonline@state.co.us](mailto:dwrpermitsonline@state.co.us)

For Office Use Only

**APPLICATION FOR WELL LOCATION AMENDMENT**

**PRIOR TO COMPLETING THIS FORM, SEE INSTRUCTIONS ON REVERSE SIDE  
INCOMPLETE, POOR QUALITY, OR ILLEGIBLE FORMS CANNOT BE PROCESSED AND WILL BE RETURNED**

Name, address and phone number of well owner:

Name(s): \_\_\_\_\_

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

City, St. Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Email: \_\_\_\_\_

**Location Amendment requested for:**

- Exempt/small capacity well permitted, registered, or first used prior to May 8, 1972, OR non-exempt well permitted prior to May 17, 1965, or registered pursuant to Section 37-90-139 – **NO FEE REQUIRED** (see instructions on reverse side).
- Exempt well permitted on or after May 8, 1972, OR non-exempt well permitted on or after May 17, 1965 – **FEE REQUIRED** (see instructions on reverse side).

**Well Permit Number:** \_\_\_\_\_

Receipt Number: \_\_\_\_\_

**AMENDED WELL LOCATION:** County: \_\_\_\_\_

Owner's Well Designation (optional): \_\_\_\_\_

Street Address at Well Location \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
\_\_\_\_ 1/4 of the \_\_\_\_ 1/4, Sec. \_\_\_\_\_, Township \_\_\_\_\_  N. or  S., Range \_\_\_\_\_  E. or  W., \_\_\_\_\_ P.M.

Distance from Section Lines: \_\_\_\_\_ Ft. from  N. or  S. Line, \_\_\_\_\_ Ft. from  E. or  W. Line.

Subdivision Name (if applicable): \_\_\_\_\_, Lot \_\_\_\_\_, Block \_\_\_\_\_, Filing/Unit \_\_\_\_\_

Optional: GPS well location information in UTM format. The following GPS settings are **required**:  
Format must be **UTM**.  Zone 12 or  Zone 13. Units must be in **meters**. Datum must be **NAD83**. Unit must be set to **true north**.

**Easting:** \_\_\_\_\_ **Northing:** \_\_\_\_\_

The location of the existing well needs to be amended for the following reason(s): Attach appropriate documentation as necessary.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The making of false statements herein constitutes perjury in the second degree, which is punishable as a class 1 misdemeanor pursuant to C.R.S. 24-4-104(13)(a). I (we) claim and say that I (we) (are) the owner(s) of the well described above, have read the statements herein, know the contents thereof, and state that they are true to my (our) knowledge.

Signature(s) of the well owner or agent  
\_\_\_\_\_

Please print the Signer's Name & Title  
\_\_\_\_\_

Date  
\_\_\_\_\_

Signature of DWR staff indicates approval of the amended well location shown above pursuant to Policy Memorandum 93-1.

For Staff Use Only

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Date

## INSTRUCTIONS FOR APPLICATION FOR WELL LOCATION AMENDMENT FORM

The form must be typed or printed in **DARK INK**. All changes on the form must be initialed and dated. **Attach additional sheets if more space is required.**

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This form may be reproduced by photocopying or by computer means. **If filing online, refer to online form submittal instructions (<http://water.state.co.us/groundwater/wellpermit/onlineformsubmittal>) for further information. When filing online, you will need to save the completed form to create a PDF document and email the PDF document to: [dwrpermitsonline@state.co.us](mailto:dwrpermitsonline@state.co.us).** If a filing fee is required to submit the form, this form will not be processed until the fee has been received.

### **THERE IS NO FEE REQUIRED TO USE THIS FORM TO AMEND THE PERMITTED WELL LOCATION IF:**

- A. Your well was permitted, registered, or first used for any of the following purposes prior to May 8, 1972 for ordinary household purposes in up to three single-family dwellings, fire protection, the watering of poultry, domestic animals, and livestock on farms and ranches, and the irrigation of not over one acre of home gardens and lawns.
- B. Your well is not of the type described in A above, but was permitted or registered prior to May 17, 1965, or registered under the provisions of Section 37-90-139. Inside the Designated Ground Water Basins, other procedures and publication may be required.

### **THERE IS A \$60 FILING FEE REQUIRED TO SUBMIT THIS FORM IF:**

- C. Your well was permitted or first used on or after May 8, 1972, and was approved under the provisions of C.R.S. 37-92-602 and C.R.S. 37-90-105. (This number will appear in the permit conditions of approval and permit numbers generally are not followed by a suffix. If the well has been replaced, the number is followed by the suffix "A" such as 75550, 75600-A.)

### **THERE IS A \$100 FILING FEE REQUIRED TO SUBMIT THIS FORM IF:**

Your well is not one of the types described in A, B, or C above. Permits of this type typically have a permit number followed by the suffix "F". Inside Designated Ground Water Basins, publication may be required.

### **GENERAL INSTRUCTIONS**

- ◆ Enter the **Owner's Name** and indicate the owner's mailing address, phone number, and email address.
- ◆ Enter the **Well Permit Number** in the space provided. If you do not know your well permit number, please contact our Records section at 303-866-3581 or Ground Water Information desk at 303-866-3587 for assistance.
- ◆ Complete the CORRECT well location information of where the well was drilled. If the owner has more than one well serving this property, provide the identification (**Owner's Well Designation**) for this well. The well location must include the ¼, ¼, Section, Township, Range, Principal Meridian, and distances from section lines. For wells located in subdivisions, the lot, block, and subdivision information must also be provided. An option to providing distances from section lines is to provide an accurate GPS location in UTM format. The required GPS unit settings must be as indicated on this form. Colorado contains two (2) UTM zones. Zone 13 covers most of Colorado. The boundary between Zone 12 and Zone 13 is the 108<sup>th</sup> Meridian (longitude). West of the 108<sup>th</sup> Meridian is UTM Zone 12 and east of the 108<sup>th</sup> Meridian is UTM Zone 13. The 108<sup>th</sup> Meridian is approximately 57 miles east of the Colorado-Utah state line. On most GPS units, the UTM zone is given as part of the Easting measurement, e.g. 12T0123456. Check the appropriate box.
- ◆ Indicate the reason(s) the location must be corrected. If this well was approved as the only well on a tract of land, a metes and bounds legal description may be required to be provided, if such a legal description is not currently included in the well permit file.
- ◆ The individual signing the application or entering their name (and title if applicable) must be the applicant or an officer of the corporation/company/agency identified as the applicant, or their attorney. An authorized agent may also sign or enter their name on the application if a letter signed by the applicant, or their attorney, is submitted with the application authorizing that agent to sign or enter their name on the applicant's behalf.

Approval of this request will also update the well owner and mailing address. In some cases, this request to correct the location may not be accepted. If accepted, a copy of the accepted form will be mailed or emailed to you at the address provided on the form.

**Refer to State Engineer Policy 93-1 for further information regarding amendments to well locations.**

If you have questions, contact the Denver Office or the Division Office where the well is located. Contact information is available from our website at: <http://water.state.co.us/Home/ContactInfo>