

APPLICATION FOR EXCHANGE OF WATER

Receipt by: _____

STATE OF UTAH

Fee Rec.: _____

Receipt # _____

For the purpose of obtaining permission to make an exchange of water in the State of Utah, application is hereby made to the State Engineer, based upon the following showing of facts, submitted in accordance with the requirements of the Laws of Utah (Sec. 73-3-20 Utah Code Annotated, 1953).

*EXCHANGE NO.: E _____

*PRIORITY OF RIGHT: _____

*FILING DATE: _____

1. OWNER INFORMATION

County Tax ID _____

Name(s): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number _____

*****CURRENT RIGHT*****

2. RIGHT EVIDENCED BY: _____

3. QUANTITY OF WATER: _____ cfs and/or _____ ac-ft.

SOURCE: _____ **TRIBUTARY TO:** _____

_____ **COUNTY:** _____

4. POINT(S) OF DIVERSION: _____

Description of Diverting Works: _____

5. NATURE AND PERIOD OF USE

Irrigation: From _____ to _____

Stockwatering: From _____ to _____

Domestic: From _____ to _____

Municipal: From _____ to _____

Mining: From _____ to _____

Power: From _____ to _____

Other: From _____ to _____

6. PURPOSE AND EXTENT OF USE (Use w/other rights? Yes _____ No _____)

Irrigation: _____ acres. Sole supply of _____ acres.

Stockwatering (number and kind): _____

Domestic: _____ Families and/or _____ Persons.

Municipal (name): _____

Mining: _____ Mining District at the _____ Mine.

Ores mined: _____

Power Plant name: _____ Type: _____ Capacity: _____

Other (describe): _____

*These items are to be completed by the Division of Water Rights

Exchange

7. **PLACE OF USE**

Legal description of place of use by 40 acre tract(s): _____

8. **STORAGE**

Reservoir Name: _____ Storage Period: from _____ to _____
Capacity: _____ ac-ft. Inundated Area: _____ acres.
Height of dam: _____ feet.
Legal description of inundated area by 40 tract(s): _____

9. **EXPLANATORY**

The following is set forth to define more clearly the full use of the current right. (Use additional pages of same size if necessary): _____

*******PROPOSED EXCHANGE*******

10. **QUANTITY OF WATER:** _____ cfs and/or _____ ac-ft.
SOURCE: _____
COUNTY: _____

11. **POINT(S) OF EXCHANGE (DIVERSION):** _____

Description of Diverting Works: _____
COMMON DESCRIPTION: _____

12. **POINT(S) OF RELEASE:** _____

QUANTITY OF WATER: _____ cfs and/or _____ ac-ft.
PERIOD OF RELEASE: _____ to _____

13. **NATURE AND PERIOD OF USE**

Irrigation:	From _____	to _____
Stockwatering:	From _____	to _____
Domestic:	From _____	to _____
Municipal:	From _____	to _____
Mining:	From _____	to _____
Power:	From _____	to _____
Other:	From _____	to _____

14. **PURPOSE AND EXTENT OF USE (Used w/other rights? Yes _____ No _____)**
 Irrigation: _____ acres. Sole supply of _____ acres.
 Stockwatering (number and kind): _____
 Domestic: _____ Families and/or _____ Persons.
 Municipal (name): _____
 Mining: _____ Mining District at the _____ Mine.
 Ores mined: _____
 Power: Plant name: _____ Type: _____ Capacity: _____
 Other (describe): _____

15. **PLACE OF USE**
 Legal description of place of use by 40 acre tract(s): _____

16. **STORAGE**
 Reservoir Name: _____ Storage Period: from _____ to _____
 Capacity: _____ ac-ft. Inundated Area: _____ acres.
 Height of dam: _____ feet.
 Legal description of inundated area by 40 tract(s): _____

17. **EXPLANATORY**
 The following is set forth to define more clearly the full purpose of this proposed exchange. (Use additional pages of the same size if necessary). _____

 If applicant(s) is a corporation or other organization, signature must be the name of such corporation or organization by its proper officer, or in the name of the partnership by one of the partners, and the names of the other partners shall be listed. If there is more than one applicant, a power of attorney, authorizing one to act for all should accompany the application.

 The undersigned hereby acknowledges that even though he/she/they may have been assisted in the preparation of the above-numbered application through the courtesy of the employees of the Division of Water Rights, all responsibility for the accuracy of the information contained herein, including maps and other attached documents, at the time of filing, rests with the applicant(s).

 Signature of Applicant

 Signature of Applicant

FILING AN EXCHANGE APPLICATION

- ✓ The application form must be completed and signed by all owners.
- ✓ A contract or receipt in the applicant’s name must be provided to the Division of Water Rights. (Usually the contract will be from a water conservancy like Weber Basin Conservancy District.)
- ✓ A fee must be submitted with the application. Cash, check or money order only.
- ✓ Include a hereafter map of the property where the water will be diverted and used. This can be a County Plat Map or other professional map that clearly shows the diversion and use of water in relation to land ownership. Water rights may become appurtenant to land on approval of this application.
- ✓ Complete the [Historic Property Form](#).
- ✓ Incomplete or unclear applications will be returned to the applicant by mail.

HOW TO FILL OUT THE APPLICATION

Line-by-Line Instructions

*	The Division of Water Rights completes exchange number, priority of right, and the filing date.
1.	List owners, County Tax ID for property, and a mailing address.
CURRENT RIGHT—the following questions pertain to the reservoir or source this exchange application is based	
2.	List the water right that is the basis for this exchange application.
3.	Quantity: Amount of water exchanged in cubic feet per second (cfs) and/or in acre-feet (af). Source: Name of a reservoir or river where water is located before the exchange. Tributary to: Name of the river system or lake the exchanged water is part of. County: Where the exchanged water is currently located.
4.	Point of Diversion: This is the legal description using direction and distance tied to the US Land Survey, such as N 200 feet W 350 feet from the SE Corner of Sec. 1, T1S, R1E, SLB&M. Diverting Works: List the diameter and depth of a well, or list what types of diverting works are used such as headgate, dam, weir, etc.
5.	List the nature and period of use for each type of water use being applied for on this application (e.g. Irrigation from April 1 – October 31).
6.	Fill in the blanks for each type of water use as listed on current water right. This describes the specific beneficial use the water right is based on before the exchange.
7.	Describe the 40-acre tracts of land where the water is used (location of the beneficial use). Use a legal description for the 40-acre tracts such as NW of the SE in Sec 1, T1S, R1E, SLB&M.
8.	Fill in the blanks describing the reservoir and use a legal description for the 40-acre tracts where the reservoir is located, if applicable.
9.	If there is further explanation needed fill this section out or write, “see attachment” and include additional information on another page.
PROPOSED EXCHANGE—the following questions pertain to the proposed exchange on this application.	
10.	Quantity: Amount of water exchanged in cubic feet per second (cfs) and/or in acre-feet (af). Source: Name of a river, stream, ditch or spring where water will be used. This could also be an underground well. County: Where the exchanged water will be located.
11.	Point of Exchange (Diversion): This is the legal description using direction and distance tied to the US Land Survey, such as N 200 feet W 350 feet from the SE Corner of Sec. 1, T1S, R1E, SLB&M. Diverting Works: List the diameter and depth of a well, or list what types of diverting works are used such as headgate, dam, weir, etc.

	Common Description: List the closest town and describe approximately how many miles north, south, west, or east it is from the point of exchange.
12.	Point of Release (If different from the Point of Exchange): This is the legal description using direction and distance tied to the US Land Survey, such as N 200 feet W 350 feet from the SE Corner of Sec. 1, T1S, R1E, SLB&M. Quantity: Amount of water released in cubic feet per second (cfs) and/or in acre-feet (af). Period of Release: The day and month that defines the yearly period of release (e.g. April 1 – October 31)
13.	List the nature and period of use for each type of water use being exchanged on this application (e.g. Irrigation from April 1 – October 31).
14.	Fill in the blanks for each type of water use to be exchanged. This describes the specific beneficial use the exchange application will be based on. For unit measurement help, see The Flow Calculator or The Use Calculator .
15.	Describe the 40-acre tracts of land where the water will be used (location of the beneficial use). Use a legal description for the 40-acre tracts such as NW of the SE in Sec 1, T1S, R1E, SLB&M.
16.	Fill in the blanks describing the reservoir and use a legal description for the 40-acre tracts where the reservoir is located, if applicable.
17.	If there is further explanation needed fill this section out or write, "see attachment" and include additional information on another page.

WHERE TO SUBMIT APPLICATIONS

Salt Lake City Office (Main)
(801) 538-7240
1594 W North Temple, #220
Salt Lake City, UT 84114

Logan Regional Office
(435) 752-8755
1780 N Research Parkway, #104
Logan, UT 84341

Richfield Regional Office
(435) 896-4429
130 N Main St
Richfield, UT 84701

Cedar City Regional Office
(435) 586-4231
585 N Main St
Cedar City, UT 84721

Price Regional Office
(435) 613-3750
319 N Carbonville Rd
Price, UT 84501

Vernal Regional Office
(435) 781-5327
152 E 100 N
Vernal, UT 84078