

Application for Permit Amendment



Oregon Water Resources Department
725 Summer Street NE, Suite A
Salem, Oregon 97301-1266
(503) 986-0900
www.oregon.gov/OWRD

This application will be returned if Parts 1 through Part 4 and all required attachments are not completed and included upon submittal.

Part 1 of 4 – Permit Amendment Application Minimum Requirements Checklist

Check all items included with this application:

- ☐ Part 1 – Completed Minimum Requirements Checklist.
- ☐ Part 2 – Completed Permit Amendment Application Map Requirements Checklist.
- ☐ Part 3 – Completed Applicant Information and Signature.
NOTE: If the applicant is a public agency, corporation or business, trust, or other organization, the title or authority of the person who signs the application on behalf of the entity and evidence of signatory authority or a signed statement that such authority exists must be included.
- ☐ Part 4 – Application # _____ and Permit # _____ proposed to be amended:
Completion date of permit proposed for Amendment: _____
NOTE: If the Completion Date has expired or will expire in less than 121 days from the date this application is submitted to the Department, the application may be returned.
- ☐ **Application Fee** - payable by check to the Oregon Water Resources Department (OWRD). The online fee calculator is located: https://apps.wrd.state.or.us/apps/wr/wr_transfer_calculator/permit_amendment.aspx
NOTE: If claiming a fee waiver, you must provide documentation showing that the proposed transfer qualifies for the fee waiver pursuant to OAR 690-380-3400.

Required Attachments:

- ☐ Completed Permit Amendment Application Map.
- ☐ Yes ☐ N/A Request for Assignment Form and statutory fee.
This form needs to be completed if the applicant owns the land to which the permit is appurtenant and is not the permit holder of record. **NOTE: Assignment is not needed if the applicant is the permit holder of record.** The form is available at <https://www.oregon.gov/OWRD/Forms/Pages/default.aspx>.
- ☐ Yes ☐ No Do the permit holder(s) of record own and/or control the land TO which the place of use is being moved?
If NO, the landowner of the land TO which the place of use is being moved must be assigned to the permit as a permit holder of record by submitting a completed Request for Assignment form and the required statutory fee for an assignment.
- ☐ Yes ☐ N/A Affidavit(s) of Consent are required from all permit holder(s) of record if the permit is not assigned to the applicant **or** other permit holders of record that are not listed as applicants.
- ☐ Yes ☐ N/A Oregon Water Resources Department's Land Use Information Form **with approval and signature** from each local land use authority in which water is to be diverted, conveyed, and/or used.
NOTE: Not required if water is to be diverted, conveyed, and/or used only on federal lands or if all of the following apply: a) a change in place of use only, b) no structural changes, c) the use of water is for irrigation only, and d) the use is located within an irrigation district or an exclusive farm use zone.
- ☐ Yes ☐ N/A Supplemental Form D – For water rights served by or issued in the name of an irrigation district.
NOTE: Complete when the applicant is not the irrigation district.
- ☐ Yes ☐ N/A Water Well Report/Well Log for the authorized and proposed point(s) of appropriation (wells) if proposing to changes in point(s) of appropriation (well(s)), or additional point(s) of appropriation, or change a point of diversion (surface water) to allow the appropriation of groundwater.
- ☐ Yes ☐ N/A Geologist Report for a change from a surface water point of diversion to a ground water point of appropriation (well), if the proposed well is more than 500 feet from the surface water source and more than 1000 feet upstream or downstream from the point of diversion. (ORS 540.531(2) or (3)).

Part 2 of 4 – Permit Amendment Application

Map Requirements Checklist

Please be sure that the map you submit includes all the required items listed below and matches the existing permit map, however, the map does not have to be prepared by a Certified Water Right Examiner.	
Check all boxes that apply.	
☐	Permanent quality printed with dark ink on polyester film or good quality paper. Maps may also be submitted as a PDF (portable document format) if they meet all other requirements.
☐	The preferred size is 8½ x 11 inches and should be no larger than 30 x 30 inches (one extra map copy is required for 30 x 30 inch maps). To request a waiver for a map larger than 30 x 30 inches, please send an email to mapwaiver@water.oregon.gov .
☐	A north arrow and a legend.
☐	Include the scale, which must be even-numbered and not exceed 1 inch = 1,320 feet. To request a waiver for a map scale that exceeds 1 inch = 1,320 feet, please send an email to mapwaiver@water.oregon.gov .
☐ ☐ N/A	For uses other than municipal use, quasi-municipal use, and similar uses, include Township, Range, Section, ¼ ¼, tax lot boundaries (property lines) and tax lot numbers, DLC, Government Lot, and other recognized public land survey lines.
☐ ☐ N/A	If the use is municipal, quasi-municipal, or similar uses, include Township, Range, Section, and service area boundaries. The map must also identify quarter-quarter (¼ ¼) sections but does not need to label the ¼ ¼.
☐	Major physical features including rivers, creeks, streams, lakes, reservoirs, ponds, roads and railroads. For any surface water on the map, indicate the direction of flow.
☐	All point(s) of diversion (POD for surface water), point(s) of appropriation (POA for wells/groundwater), or dam location(s) (or center of reservoir(s) if no dam exists) authorized by permit, clearly labeled, shown by distance and bearing, or by coordinates (distance north/south and distance east/west) from a recognized public land survey corner (this information can be found in the permit.) In addition, include latitude and longitude for each POD or POA in degrees-decimal with five or more digits after the decimal (example – 44.53764°) and the datum used (example – NAD 83, NAD 27 or WGS 84).
☐ ☐ N/A	If a change in point(s) of diversion (POD for surface water) or a change in point(s) of appropriation (POA for wells/groundwater) is proposed, include the proposed location(s), clearly labeled, shown by distance and bearing, or by coordinates (distance north/south and distance east/west) from a recognized public land survey corner. In addition, include latitude and longitude for each POD or POA in degrees-decimal with five or more digits after the decimal (example – 44.53764°) and the datum used (example – NAD 83, NAD 27 or WGS 84).
☐	General location of main canals, ditches, flumes, pipelines, pumps, or other water delivery features used to transport water from the point(s) of diversion, point(s) of appropriation, and/or reservoir/pond to the place of use, including delivery features at the place of use.
☐	Place of use (POU) by Township, Range, Section, and ¼ ¼, that includes separate hachuring for lands affected by changes proposed in this groundwater registration modification application, for lands left unchanged and not affected by this application, for each water right, for each tentative priority date, for each use, and served by each point of appropriation (POA) and/or reservoir/pond (POD)..
☐ ☐ N/A	For a place of use limited to a point, like a stock watering tank, include latitude and longitude for the place of use in degrees-decimal with five or more digits after the decimal (example – 44.53764°) and the datum used (example – NAD 83, NAD 27 or WGS 84).
☐ ☐ N/A	If the use is irrigation, nursery, cranberry, or other similar uses with acreage associated with it, the place of use must include the number of acres in each ¼ ¼ section, government lot, or in each ¼ ¼ section as projected within government lots, donation land claims, or other recognized public land survey subdivisions.
☐ ☐ N/A	If the use is supplemental irrigation, include the location(s) and water right reference number of the underlying primary right, registration, or claim.
☐	Permanent quality printed with dark ink on polyester film or good quality paper. Maps may also be submitted as a PDF (portable document format) if they meet all other requirements.

Part 3 of 4 Permit Amendment Application
Applicant Information and Signature

Applicant Information

APPLICANT/BUSINESS NAME	PHONE NO.(S)	EMAIL ADDRESS	
ADDRESS	CITY	STATE	ZIP

DOCUMENTS AND NOTIFICATIONS WILL BE SENT BY E-MAIL UNLESS REQUESTED OTHERWISE.

IMPORTANT NOTE - Electronic forms of documents: Beginning on April 1, 2026, and unless requested otherwise by the applicant, the Department will send documents and notifications associated with processing of applications in electronic form (i.e., by email). These emails may come from an automated system (wrdd_automated_email@water.oregon.gov).

Consider adding this email address to your safe sender list.

Is the applicant the permit holder of record? ☐ Yes ☐ No - **If NO, include either:**

☐ A completed assignment form (with required statutory assignment fee), assigning all or a portion of the permit to the applicant(s),

OR

☐ An affidavit of consent from the permit holder(s) of record granting permission for the applicant to amend the permit.

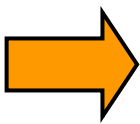
Check one of the following:

☐ The applicant is responsible for completion of change(s). Notices and correspondence should continue to be sent to the applicant.

☐ The permit holder(s) of record will be responsible for completing the proposed change(s) after the final order is issued. Copies of notices and correspondence should be sent to the permit holder(s) of record.

By my signature below, I confirm that I understand:

- **Refunds may only be granted upon request and, as set forth in ORS 536.050(4)(a), if the Director determines that a refund of all or part of a fee is appropriate in the interests of fairness to the public or necessary to correct an error of the Department.**
- **Approval of the change(s) proposed in this application does not constitute a right to trespass upon property or ditches not owned or controlled by the applicant.**



Applicant signature

Print Name (and Title if applicable)

Date

Applicant signature

Print Name (and Title if applicable)

Date

Is the person signing this application doing so on behalf of a public agency, corporation or business, trust, or other organization? ☐ Yes* ☐ No

****If Yes, evidence of signatory authority or a signed statement that such authority exists must be attached to this application***

Agent Information – The agent is authorized to represent the applicant in all matters relating to this application

AGENT/BUSINESS NAME	PHONE NO.(S)	EMAIL ADDRESS	
ADDRESS	CITY	STATE	ZIP

DOCUMENTS AND NOTIFICATIONS WILL BE SENT BY E-MAIL UNLESS REQUESTED OTHERWISE. SEE IMPORTANT NOTE ABOVE.

- ☐ Check here if any of the permits proposed for amendment are or will be located within or served by an irrigation or other water district.

IRRIGATION DISTRICT NAME	ADDRESS (INCLUDING CITY, STATE, ZIP)
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- ☐ Check here if water for any of the permits supplied under a water service agreement or other contract for stored water with a federal agency or other entity.

ENTITY NAME	ADDRESS (INCLUDING CITY, STATE, ZIP)
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 To meet state land use compatibility requirements, you must list the names and mailing addresses of all affected local governments, including but not limited to county, city, municipal corporation, or tribal governments within whose jurisdiction water will be diverted, conveyed and/or used.

ENTITY NAME	ADDRESS (INCLUDING CITY, STATE, ZIP)
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ENTITY NAME	ADDRESS (INCLUDING CITY, STATE, ZIP)
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PROPOSED CHANGES

Check all type(s) of change(s) proposed below (change "CODES" are provided in parentheses):

Change to Surface Water Point(s) of Diversion:

- ☐ Point of Diversion (POD) – the proposed POD will replace the existing authorized POD
☐ Additional Point of Diversion (APOD) – the proposed POD will be in addition to the existing authorized POD
☐ Surface Water POD to Groundwater POA (SW/GW) – proposed POA will replace the existing authorized POD

Change to Point(s) of Groundwater Appropriation:

- ☐ Point of Appropriation (POA) – the proposed POA will replace the authorized POA
☐ Additional Point of Appropriation (APOA) – proposed POA will be in addition to the authorized POA

Change in Place of Use:

- ☐ Place of Use (POU) – the proposed changes to the place of use will replace the authorized place of use.

NOTE: The permitted place of use can be moved only to lands that are **contiguous to the authorized place of use** unless the change to non-contiguous lands is in furtherance of mitigation or conservation efforts undertaken for the purposes of benefiting a species listed as sensitive, threatened, or endangered under ORS 496.171 to 496.192 or the federal Endangered Species Act of 1973 (16 U.S.C. 1531 to 1544), as determined by the listing agency. Contiguous land being either adjacent land or land separated from the land to which a permit is authorized by roads, utility corridors, irrigation ditches or publicly owned rights of way

Please explain in your own words what you propose to accomplish with this Application, and why:

If you need additional space, continue on separate piece of paper and attach to application as "Attachment 1".

Part 4 of 4 – Permit Amendment Application
Authorized POD/POA

PERMIT # _____

Has the Completion (“C”) Date of the permit or the last-approved extension of time expired? ☐ Yes ☐ No

If NO, what is the completion date of the permit? _____ **NOTE: If the Completion Date has expired or will expire in less than 121 days from submitting this application to the Department, the application may be returned.**

- If the permit completion date expires while the Permit Amendment Application is pending, the Department will not approve the Permit Amendment Application until an Extension of Time Application is approved for the permit.
- You may consider using the Reimbursement Authority process to expedite the processing of the Permit Amendment Application if the completion date of the permit expires within 6 months of the date of filing this application.

Description of Water Delivery System

System capacity: _____ Cubic Feet per Second (CFS) Gallons Per Minute (GPM) Acre-Feet (AF)

Source (live flow, stored water, etc.): _____

Describe the current water delivery system. Include information on the capacity of pumps, canals, pipelines, and sprinklers used to divert, convey, and apply the water at the authorized place of use. Please provide as much detail as possible:

Amount proposed for amendment: _____ CFS GPM AF

Table 1A – For Both SW and GW Rights - Location of Existing SW POD(s) or GW POA(s)

NOTE: If the POD/POA name is not specified on the Permit, assign it a name or number below

Find well logs here: http://apps.wrd.state.or.us/apps/gw/well_log/Default.aspx

Authorized POA/POD Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot

Measured Distances (from a recognized survey corner)

If authorized point is groundwater:

- ☐ Well log attached and associated with the well described above **and** on the accompanying application map. **AND/OR**
- ☐ No well log is available - construction of the authorized well is provided in table below.

OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM

Authorized POA/POD Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot

Measured Distances (from a recognized survey corner)

If authorized point is groundwater:

- ☐ Well log attached and associated with the well described above **and** on the accompanying application map. **AND/OR**
- ☐ No well log is available - construction of the authorized well is provided in table below.

OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM

Part 4 of 4 continued – Permit Amendment Application
Authorized POD/POA

PERMIT # _____

POD/POA Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot

Measured Distances (from a recognized survey corner)

If authorized point is groundwater:

- ☐ Well log attached and associated with the well described above **and** on the accompanying application map. **AND/OR**
☐ No well log is available - construction of the authorized well is provided in table below.

OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM

POD/POA Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot

Measured Distances (from a recognized survey corner)

- ☐ Well log attached and associated with the well described above **and** on the accompanying application map. **AND/OR**
☐ No well log is available - construction of the authorized well is provided in table below.

OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM

POD/POA Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot

Measured Distances (from a recognized survey corner)

If authorized point is groundwater:

- ☐ Well log attached and associated with the well described above **and** on the accompanying application map. **AND/OR**
☐ No well log is available - construction of the authorized well is provided in table below.

OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM

POD/POA Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot

Measured Distances (from a recognized survey corner)

- ☐ Well log attached and associated with the well described above **and** on the accompanying application map. **AND/OR**
☐ No well log is available - construction of the authorized well is provided in table below.

OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM

Part 4 of 4 continued – Permit Amendment Application
Proposed POD/APOD Information

PERMIT # _____

Table 1BSW - Location of Proposed Surface Water POD/APOD(s)

Proposed POD Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot
Measured Distances (from a recognized survey corner)			☐ POD or ☐ APOD		☐ UPSTREAM or ☐ DOWNSTREAM	

Fish Screen Information:

Does the proposed POD/APOD have an existing approved fish screen pursuant to ORS 540.525 or 540.532?

☐ Yes ☐ No – **If Yes**, please, submit documentation of the approved fish screen with your application, such as any Oregon Department of Fish and Wildlife (ODFW) fish screening certification letter and/or passage approval letter.

Additional Remarks:

Proposed POD Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot
Measured Distances (from a recognized survey corner)			☐ POD or ☐ APOD		☐ UPSTREAM or ☐ DOWNSTREAM	

Fish Screen Information:

Does the proposed POD/APOD have an existing approved fish screen pursuant to ORS 540.525 or 540.532?

☐ Yes ☐ No – **If Yes**, please, submit documentation of the approved fish screen with your application, such as any Oregon Department of Fish and Wildlife (ODFW) fish screening certification letter and/or passage approval letter.

Additional Remarks:

Proposed POD Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot
Measured Distances (from a recognized survey corner)			☐ POD or ☐ APOD		☐ UPSTREAM or ☐ DOWNSTREAM	

Fish Screen Information:

Does the proposed POD/APOD have an existing approved fish screen pursuant to ORS 540.525 or 540.532?

☐ Yes ☐ No – **If Yes**, please, submit documentation of the approved fish screen with your application, such as any Oregon Department of Fish and Wildlife (ODFW) fish screening certification letter and/or passage approval letter.

Additional Remarks:

Proposed POD Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot
Measured Distances (from a recognized survey corner)			☐ POD or ☐ APOD		☐ UPSTREAM or ☐ DOWNSTREAM	

Fish Screen Information:

Does the proposed POD/APOD have an existing approved fish screen pursuant to ORS 540.525 or 540.532?

☐ Yes ☐ No – **If Yes**, please, submit documentation of the approved fish screen with your application, such as any Oregon Department of Fish and Wildlife (ODFW) fish screening certification letter and/or passage approval letter.

Additional Remarks:

Part 4 of 4 continued – Permit Amendment Application
Proposed POA/APOA Information

PERMIT # _____

Table 1B-GW - Location of Proposed Groundwater POA/APOA(s)

Proposed POA Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot		
Measured Distances (from a recognized survey corner)						☐ POA or ☐ APOA		
☐ Well log attached and associated with the well described above and on the accompanying application map. AND/OR ☐ No well log is available - construction of the proposed well is provided in table below.								
OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM
Proposed POA Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot		
Measured Distances (from a recognized survey corner)						☐ POA or ☐ APOA		
☐ Well log attached and associated with the well described above and on the accompanying application map. AND/OR ☐ No well log is available - construction of the proposed well is provided in table below.								
OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM
Proposed POA Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot		
Measured Distances (from a recognized survey corner)						☐ POA or ☐ APOA		
☐ Well log attached and associated with the well described above and on the accompanying application map. AND/OR ☐ No well log is available - construction of the proposed well is provided in table below.								
OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM
Proposed POA Name or Number	Twp	Rng	Sec	¼	¼	Tax Lot, DLC, or Gov-Lot		
Measured Distances (from a recognized survey corner)						☐ POA or ☐ APOA		
☐ Well log attached and associated with the well described above and on the accompanying application map. AND/OR ☐ No well log is available - construction of the proposed well is provided in table below.								
OWRD Well ID Tag No.	Total well depth	Casing Diameter	Casing Intervals (in feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well -specific rate if less than full rate of water right
L-								☐ CFS ☐ GPM

PERMIT # _____

☐ Yes - Complete **only** Table 2B on page 10. ☐ No - Complete **both** Table 2A on page 9 **and** Table 2B on page 10.

NOTE: List only that part or portion of the PERMIT that will be changed.

TOTAL ACRES**For Irrigation Rights ONLY**

TACS

