



## High Plains Water District Exempt Well Registration Instructions

### **DEFINITION:**

An exempt water well is a well producing 17.5 gallons per minute or less.

### **SUMMARY:**

Newly drilled exempt wells *may* be registered prior to drilling. Exempt wells drilled before August 12, 2014 *may* be registered. Registration protects a well site by providing spacing requirements.

### **HOW MUCH DOES EXEMPT WELL REGISTRATION COST?**

- A \$100 application fee will be associated with the registration process if you do it yourself.
- A \$250 application fee will be charged if HPWD staff handles the registration process for you.

### **WHAT INFORMATION DO I NEED FOR REGISTRATION?**

The latitude and longitude of the well coordinates is required for proper registration.

1. Use a Google Map by zooming into the well location
2. Right click and select "what's here?"
3. The latitude and longitude will appear in a dialogue box at the top of the screen.
4. Or use another type of GPS device to pinpoint the coordinates of your well.

### **HOW DO I SUBMIT MY REGISTRATION FORM?**

1. Download the form from our website.
2. Fill out the form manually or electronically and email it to [permit@hpwd.org](mailto:permit@hpwd.org) or mail it to 2930 Ave. Q, Lubbock, Texas 79411.
3. Once the District receives the well registration form, we will contact you to obtain the payment method.



## High Plains Water District- Exempt Well Registration Form

*Please submit this form by:*

Email: permit@hpwd.org | Fax: 806.762.1834

Mail: HPWD 2930 Ave. Q Lubbock, TX 79411

### 1) GENERAL INFORMATION

Name:

Address:

City:

State:

Zip:

Email:

Phone:

### 2) LEGAL DESCRIPTION OF PROPERTY *(GPS coordinates or legal description of the property on which the well has or will be drilled).*

GPS Coordinates:

Latitude:

Longitude:

County:

Quarter section: NW NE SW SE

Block:

Section:

Survey:

Abstract No.:

Township:

Range:

Labor:

League:

### 3) TYPE OF WELL REGISTERING

New

Existing

Use of groundwater:

Production in gallons per minute:

Pump horsepower:

Estimated installation and completion date:

*I understand and agree that this well may not produce more than 25,000 gallons per day or else it requires a permit.*

Signature

Date