



New York State Department of Environmental Conservation
 Division of Water, Bureau of Water Resources Management
 625 Broadway, Albany, NY 12233-3508

Registration and Water Withdrawal Reporting Form For Agricultural Facilities

Due by March 31st each year

Prior to filling out this form please read the instructions on last page

Facility Name		Facility Street Address			Reporting Year
City	Zip	Town	County		Water Withdrawal Category (Check one) Agricultural Bottled / Bulk Water Commercial Environmental Industrial Institutional Mine Dewatering Oil / Gas Production Power Production: Fossil Fuel Nuclear Other Pwr: Public Water Supply Recreation: Golf Course Snow Making Other Rec: Other:
Contact Name		Email		Telephone	
Source Name	Source Type	Well Depth	Max Rate	Units	
Source Name	Source Type	Well Depth	Max Rate	Units	
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Source Name	Source Type	Well Depth	Max Rate	Units	
Source Name	Source Type	Well Depth	Max Rate	Units	
Average Day Withdrawal:		Maximum Day Withdrawal:		Permitted Withdrawal:	
Submitted by:		Title:	Date:		

Section 2

Calculation Method: M = Metered readings W = Flow through a weir or flume P = Flow through a pipe or pump run times E = Estimated

Units: <i>Must be in gallons per month</i>	January	February	March	April	May	June
Withdrawn						
Transferred / Imported						
Consumed						
Returned						
Diversions In / Out, if any						
Units: <i>Must be in gallons per month</i>	July	August	September	October	November	December
Withdrawn						
Transferred / Imported						
Consumed						
Returned						
Diversions In / Out, if any						

Describe location
of returned water

Section 3

General Map Required

Please submit a map showing location of all withdrawals and any points of return flow. Label all points. **A map is not necessary if one was submitted in a previous year and no changes have occurred.** Precise locations will remain confidential.

A paper copy of a USGS map or other high quality map or an electronically generated map can be faxed, mailed, or emailed. For electronic maps a suggested website is described below:

- (1) Go to the [USGS National Map site](#). Type the address of the agricultural facility into the search box.
- (2) Zoom in and use any of the map-type choices to best confirm your location.
- (3) Designate water withdrawal locations by clicking on the map to add a marker(s).
- (4) For surface water withdrawals, use the "Topo" tab.
- (5) Add a marker to designate the location of any related dams, weirs, or diversion structures.
- (6) Print. Manually label the name of each marked source.

Submit your map to DEC in one of the following ways:

- Print and mail or fax to 518 402-8290.
- Print, scan and email to awqrsdec@gw.dec.state.ny.us.
- Copy electronically and email to awqrsdec@gw.dec.state.ny.us.

Interbasin Diversions

Fill out this section only if water is being transferred between major drainage basins. To determine basin ID, go to the [DEC Major Drainage Basins map](#) (<http://www.dec.ny.gov/lands/56800.html>). Then enter the basin ID by using the drop down menus under Originating and Receiving Major Drainage Basin headings below. Describe the locations of originating and receiving sites in the site description boxes (e.g. Town water intake on Route 12 at northern end of Pleasant Lake to Stony Reservoir near Bear Road).

Originating Major Drainage Basin	Receiving Major Drainage Basin
Originating Site Description	Receiving Site Description

Section 4

Water Conservation and Efficiencies

All permitted water withdrawal systems must have a [Water Conservation Program](#).

Section A: Permitted Public Water Supply Facilities

Are all sources of supply including major interconnections equipped with master meters? Yes No

What percentage of your system is metered? %. Residential charge per 1000 gallons of water: \$

How often were customer meters read this past year (e.g. quarterly, yearly)?

Number of water service connections: Total population served:

How many customer meters were recalibrated and/or replaced in the past year?

Miles of pipe in water distribution system: Length of pipe replaced in the past year:

Miles of pipe on which leak detection was performed using sonic listening equipment: Type of equipment used:

How many system-wide water audits were performed in the past year?

What percentage of the water withdrawn was not billed to customers? %. Lost to distribution system leakage? %

Was information about household water saving devices and ways to reduce water use distributed to residential customers? Yes No

Was water conservation information about promoting recycling and reuse distributed to industrial and commercial customers? Yes No

Do you have lawn sprinkling time restrictions (e.g. odd/even days) during periods of peak demand? Yes No

Do you have a plan that takes progressive steps to further reduce outdoor water use during drought conditions with an ordinance or procedure to assure compliance? Yes No

Please review your permit(s) for any specific water conservation conditions and report below on progress made in past year.

Section B: Water Withdrawal Reporting and Registered Facilities (see permitting schedule in [NYCRR Part 601.7](#))

Are all sources of supply including major interconnections equipped with master meters? Yes No

How often were master meters read in the past year?

How often were master meters calibrated in the past year?

Are there secondary meters located within the facility or system? Yes No

Identify other water conservation and efficiency measures currently used in your system (e.g. Best Management Practices such as recycling process and cooling waters, use of drip irrigation and moisture probes, utilizing storm water runoff and reclaimed wastewater or conducting facility water audits):

Section 5

Instructions/Definitions

Agricultural Purpose	The practice of farming for crops, plants, vines and trees, and the keeping, grazing or feeding of livestock, for sale of livestock or livestock products. Agricultural facilities must use the form titled "Registration and Water Withdrawal Reporting Form for Agricultural Facilities".
Public Water Supply	Supply water to the public. Examples include: municipality, hotel, apartment, restaurant, church, campground, etc.
Source Name	Name of well or surface water body (e.g., Well No. 1, Alcove Reservoir, etc.). List all sources including unused or back-up wells.
Source Type	S = Stream or River. L = Pond or Lake. R = Reservoir. BW = Bedrock Well. UW = Unconsolidated Well (e.g., sand and gravel). SP = Spring. P = Purchased. Use drop down menu.
Well Depth	Total depth in feet below ground surface. Leave blank for surface sources.
Max Rate	Maximum potential withdrawal rate of the water source. Will be equal to or greater than Permitted Rate.
Units (Max Rate)	Gallons per minute (gpm), gallons per day (gpd), or million gallons per day (mgd). Use drop down menu.
Average Day Withdrawal	Total amount withdrawn during reporting year divided by total days withdrawn.
Maximum Day Withdrawal	Largest single day withdrawal rate of the source during the reporting year.
Permitted Rate	If unknown, contact NYSDEC at AWQRSDEC@gw.dec.state.ny.us or 518-402-8182.
Calculation Method	M = metered readings. W = flow through a weir or flume. P = flow through a pump or pump run time. E = estimated.
Withdrawn	Amount of water removed from all sources.
Transferred/Imported	Amount of water brought in from or sent to another facility, includes bulk sales. For transferred water use a negative (-) sign.
Consumed	Amount of water not returned (e.g. water incorporated into a product or lost through evaporation). Public water suppliers must use metered sales to customers.
Returned	Amount of water discharged to a water treatment system or discharged back to the environment.
Diversions In/Out	Amount of water, if any, diverted from/to another major drainage basin. For Diversions Out, use a negative (-) sign.
Location of Returned Water	State the general area where returned water is discharged. Example: "Hudson River near Poughkeepsie", "Groundwater near Auburn".
Major Drainage Basins	Report only "Major Basin" transfers. Use the internet link available on the form and enter Basin ID into the box indicated (use drop down menu). Describe the location of originating withdrawal and receiving discharge. Be as specific as possible.
Water Audit	A water audit is a thorough examination of the accuracy of water records and system control equipment to determine water system efficiency and to identify, quantify, and verify water and revenue losses. Water audits are beneficial in identifying the amount of unaccounted-for water.