

Russian River Tributaries- Informational Order

EXAMPLE: SERVED BY WATER SUPPLIER

Russian River Tributaries Emergency Regulation Informational Order

- Please fill out and submit a separate web form below for *each* water source (i.e., surface water diversion, groundwater diversion, or water supplied by an entity to the specified parcel).
As you move through the form, use the browser's back function to return to a previous section to revise your information.
- To print or review the example forms, [click here](#).

Questions regarding this form can be directed to: Phone: 916-322-8422 or Email: rr_tribs_emergency_reg@waterboards.ca.gov
rr_tribs_emergency_reg@waterboards.ca.gov

If you have previously started this form you can **continue** by entering your Identification Code and Password, and clicking "Submit."

If you are **adding another water source** for this Identification Code, please check here . This will create an additional record and avoid overwriting previously submitted information

You will need to note the time stamp added to the Identification Code, to access the additional record for the additional water source. Your Password will remain the same.

If you forgot your login information for an additional water source or sources please log in using your original Identification Code and password. All additional water sources associated with this Identification Code will be displayed under the login box below. You can then type the appropriate Identification Code into the login box. Your password will remain the same.

Note: Start by entering your Identification Code, and entering your Password - 3 capital letters followed by 3 numbers (e.g., ABC123).

The Identification Code is your 12-digit parcel number **including dashes** (e.g., 123-456-789-000) or your 7-digit water supplier number (e.g., 4901234) as shown on the letter you received by mail.

The password will be the six-digit code shown on the letter you received by mail.

Items marked with an asterisk* are required.

Enter Your **Identification Code*** here: . Password*:

Do not copy and paste. Hidden spaces or characters will cause an error to occur. If you get an error message, clear the Identification Code field, and type in the Identification Code and 6-digit extension (if applicable), e.g., 123-456-789 123456.

If you don't know your Identification Code or Password, please contact:

Email: rr_tribs_emergency_reg@waterboards.ca.gov

Phone: 916-322-8422

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Identification Code:

Primary Owner:*
The mailing address shown below was obtained from parcel records from the Sonoma County Recorder. You may update the address in the Division of Water Rights records by entering the new information below. [Check here if you are updating your address information.](#) To update your county property records, please contact the Sonoma County Recorder's office at <http://www.sonoma-county.org/recorder/contactus.asp>.

Mailing Address:

City: **State:** CA | **Zip:**

Telephone*

Email:

Person filing this form, only if other than the Primary Owner above:

Name:

Mailing Address:

City: , **State:** CA | **Zip:**

Telephone: **Email:**

How many sources supply water to this parcel? (This includes all sources of water, including water suppliers, groundwater wells, and surface water diversions. For example, if you received water from a water supplier, have two groundwater wells, and a surface water diversion, you would report 4).

Please note that if you have more than one source of water, you should first complete this form for your first source of water. After you have fully completed the form for the first source of water, the confirmation page will prompt you to return to the start page and click on the "If you are adding another water source for this Identification Code, please check here" to add an additional water source (e.g., groundwater well, municipal supply, surface water diversion). Please note that the Identification Code will appear with the addition of a random six digit number to identify this as a new and additional water source. The Password will remain the same.

Select the total number of water sources for this parcel here



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Select "Served by Water Supplier" here

The remaining questions will be only those relevant for the water source you select. Note: Groundwater and subsurface water diversions refer to groundwater wells. If you are diverting from a groundwater well that is associated with a Water Right recorded with the State Water Resources Control Board's Division of Water Rights, enter this information as a "Surface Water Diversion".

Landowners who have more than one parcel supplied by the same source should select the appropriate source (i.e., Surface Water Diversion or Subsurface Water Diversion (Groundwater Well)) for the parcel with the source and report all water use under that parcel's information. The parcels which do not have their own water source should be reported as "Served by Water Supplier" and then select "Other Water Supplier" from the Water Supplier Details drop down menu and provide the requested information for the water source (i.e., name of owner, parcel number, etc.).

The "Contract Water" option applies primarily to all water suppliers and some bulk water purchases. Most landowners who are supplied by other private parties should select "Served by Water Supplier" and then select "Other Water Supplier" from the Water Supplier Details drop down menu.

The "No Water Available at Parcel" option should be selected **only** if no surface water diversion or groundwater diversion, municipal supply or other potable or non-potable source of water is currently available at the parcel.

Save and Continue

NOTE: To complete and submit the online form you will need to push the 'Submit Information and Go to Confirmation Page' button twice (once at the bottom of this page and again on the next page).

Water Source Selected: Served by Water Supplier
Parcel Owner:
Telephone:
Street:

Water Supplier Details: Please select the name of the water supplier for this parcel. If your water supplier is not listed, select 'Other' from the drop-down menu.

Select Water Supplier here

Primary Use:
Drop Down Menu Selections

If you selected a primary use of "Other", list the primary beneficial use in the comment box below.

Drop Down Menu Selections
Primary Use
Domestic
Irrigation
Other

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50 Characters Left

If you selected "Other" as the water supplier, provide the parcel number, owner name, water right Application ID, or other information identifying the source of the supply. (This applies to parcels supplied by small private water systems, a neighbor's groundwater well, agricultural land served by a diversion on an adjacent parcel and similar situations). The diversion owner will be reporting all use information for their diversion. You may wish to assist the diversion owner in estimating use on your parcel.

Parcel Number for water source:

Owner Name for water source:

Water Right Application ID for water source, if applicable:

Other Known Information:

The source of water shown above is the sole source of water for this parcel. If this box is checked, once you submit the Response form, your obligations under the Informational Order are complete.

CERTIFY AND SUBMIT

I declare that the information in this Report is true to the best of my knowledge and belief. After you submit this information, you will have an opportunity to print a copy of your responses for your record. You will also have an opportunity to add a water source by following the steps described below.

[Submit and Continue to Confirmation Page](#)

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Certify and Submit

Water source: **Served by Water Supplier**

Water Provider:

Primary Use:

If Primary Use is 'Other', Primary Beneficial Use:

Owner Name for other water source:

Parcel Number for other water source:

Water Right Application ID:

Other Known Information:

After you submit this information you will have an opportunity to print a copy of your responses for your record. You will also have an opportunity to add additional water sources.

I declare that the information in this form is true to the best of my knowledge and belief.

[Submit Information and Go to Confirmation Page](#)

To report additional water sources for this parcel

- Step 1: Submit this response form by clicking the "Submit Information and Go to Confirmation Page" button above.
- Step 2: Click on the "Start Page" link near the top of the Confirmation Page.
- Step 3: Log in again using the same Identification Code and Password provided in your information order
- Step 4: **Check the box** "if you are adding another water source for this Identification Code, please check here". This will create a modified Identification Code for this additional water source. Make a note of this new Identification Code. It will be your original Identification Code plus a different six-digit number for each additional water source. By entering the original Identification Code all of the modified Identification Codes and associated water sources will be displayed.