

Upon submission of your online appropriative water right application, you will receive an email from dwr-applications@waterboards.ca.gov with an auto-generated PDF summary of your application and an unsigned Notice of Submittal. The first page of the notice of submittal will look like the following. When submitting your payment for an appropriative water right application, please enter the letters "RA" followed by the Form Number in the Account Number field. In this example, the Account Number field should be "RA123456."

California Environmental Protection Agency

State Water Resources Control Board

Water Rights Online Form (WROF) System

NOTICE OF SUBMITTAL

APPLICATION TO APPROPRIATE WATER BY PERMIT

Form Number: 123456
Applicant Name: John Smith
Mailing Address: 1001 I St, Sacramento, CA
Email Address: john.smith@waterboards.ca.gov
Phone Number: (123) 456-7890

Your Application to Appropriate Water by Permit has been submitted to the State Water Resources Control Board (State Water Board). The purpose of this notice is to inform you that your application will not be accepted for initial review unless the following three items are received by the State Water Board's Division of Water Rights by 01/01/2022:

1. **Completed Notice of Submittal:** Applications to appropriate water must be signed by the applicant or the applicant's authorized agent (Cal. Code Regs., tit. 23, §710.)
2. **Application Filing Fee or Proof of Payment:** Applications to appropriate water by permit must be accompanied by a filing fee determined by regulation (Cal. Code Regs., tit 23, §1062.) Based on your review of the current fee schedule, the State Water Board filing fee for this application is \$XXXX. For information on available payment methods, please visit https://www.waterboards.ca.gov/make_a_payment.
3. **Streamflow Protection Standards Fee:** With limited exceptions, a filing fee of \$850.00 made payable to the California Department of Fish and Wildlife is due upon application for any permit, transfer, extension, or change of point of diversion, place of use, or purpose of use. The fee is required to defray the costs of identifying streams and providing studies to support the development of Streamflow Protection Standards (Pub. Resources Code, § 10005.) Under certain circumstances, payment of this fee may be waived by the State Water Board or the California Department of Fish and Wildlife.

You may submit the required items **by mail** (State Water Resources Control Board, Division of Water Rights, Attn: Applications, PO Box 2000, Sacramento, CA 95812-2000); or **by hand delivery** (Division of Water Rights Records Room located in the Joe Serna Jr. CalEPA Headquarters Building at 1001 I Street in Sacramento).

If the three items listed above are received by 01/01/2022, your application will be accepted for initial review and the Division of Water Rights will determine whether the application conforms to the rules and regulations of the State Water Board and to the law within 30 days of receipt. If the three items listed above are not received within the specified timeframe, your application will expire and you will need to submit a new application.

If you have any questions, please call the Division of Water Rights at (916) 341-5300 or email dwr-applications@waterboards.ca.gov. For additional information on water rights and the application process, please refer to the Division of Water Rights Permitting web page: https://www.waterboards.ca.gov/waterrights/water_issues/programs/applications/
