

STATE OF IDAHO
DEPARTMENT OF WATER RESOURCES
WATER MEASUREMENT ANNUAL REPORT

REPORTING YEAR _____

OPEN CHANNEL MEASUREMENT OR NON-TOTALIZING DEVICE

ATTENTION: Year end data must be submitted to Idaho Department of Water Resources, 322 East Front Street, Boise, ID 83720, on or before **January 15** of the ensuing year.

A separate reporting form must be submitted for each diversion. Refer to page 5 for instructions.

<i>Name:</i>	_____
<i>Water Source:</i>	_____
<i>Water Right No:</i>	_____
<i>Legal Description:</i>	T _____ R _____ Sec. _____
<i>Site Tag No:</i>	_____
<i>Diversion Name:</i>	_____

SECTION I Water Right Holder/Operator Information

(If there are multiple water right holders on a common ditch or conveyance system, please designate the contact person below)

Current Water Right Owner

Please check for address correction

Name _____
Last, First, MI

Phone _____

Address _____

Fax _____

City _____

Mobile _____

State & Zip _____

e-mail _____

Operator or Contact Person *(if different from owner)*

Name _____
Last, First, MI

Phone _____

Address _____

Fax _____

City _____

Mobile _____

State & Zip _____

e-mail _____

Original Owner *(if sold within last year)*

Name _____
Last, First, MI

Phone _____

Address _____

City, State & Zip _____

SECTION II Water Measurement Log (*measurements must be recorded at least once per week and in units of cubic feet per second.*)

DAY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
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31		-----		-----		-----

SECTION II Water Measurement Log (Continued). *(measurements must be recorded at least once per week and in units of cubic feet per second.)*

DAY	JULY	AUGUST	SEPT	OCTOBER	NOVEMBER	DECEMBER
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SECTION III Measuring Device Information

A. Type & Description of Measuring Device(s): _____

B. Period of Use: For seasonal or partial year diversion/use, show turn-on (start) and turn-off (end) dates:
Beginning diversion date ____/____/____ Ending diversion date ____/____/____
month day month day

C. Attach copies of all measuring device rating tables to this report (omit if previously supplied to the Department).

SECTION IV Modifications made to water system

Please describe in the space below any major modification made to the diversion works or measuring device which would affect the accuracy of the flow measurement during the reporting year. Attach drawings, sketches, notes or design information if needed.

SECTION V Certification

I hereby certify that the information reported is correct to the best of my knowledge and that I recognize that willful submittal of false or inaccurate data is a violation of law subject to the penalty provisions of Sections 42-311, 42-350 and 42-351, Idaho Code.

Signature Title Date

IMPORTANT: Each reporting form shall be accompanied by a report processing fee in the amount of **twenty-five dollars (\$25) per diversion** made payable to the Idaho Department of Water Resources. (Section 42-701(6), Idaho Code). Fee may be waived if no diversions are made during the reporting year.

For Department Use Only

Received by _____ Date _____ Time _____
Fee amount submitted _____ Correct? yes _____ no _____
Receipted by _____ Receipt No. _____
Reviewed by _____ Date _____
Data entry by _____ Date _____
Max Div Rate (cfs) _____ Date _____ Total Vol (acre-feet) _____

Instructions for Completing Non-Totalizing Report Form

This report form is for all open channel measurements. The form may also be used for closed conduit measuring devices which do not totalize volume. Supplemental forms must be completed for open channel measurements which are based on rated sections or rated structures.

A label has been attached to page 1 of the report form which identifies the diversion name or facility, source of water, and water right owner or contact name. The water right owner name may be blank if there are multiple water right holders from the same diversion. The diversion or facility name describes either the name of the diversion (*i.e.*; *Bell Ditch*), or the name of the diversion facility (*i.e.*; *Idaho Trout Co. Hatchery at Billingsley Creek*). The label must remain attached to the form.

Section I: Please use this section to identify the current water right owner. If the current owner is a new owner within the last 12 months, please list the former or original owner in the space provided. If a person other than the water right owner is submitting the report and/or is the person who should be contacted regarding measurement of this diversion, please identify that person and his or her address and phone number in the space provided under 'Operator or Contact Person'.

Section II: This section may be used to show daily diversion rates. **Each diversion must be measured and recorded at least once per week** (once every seven days) or more frequently if conditions change or diversion adjustments are made. All flows must be recorded in cubic feet per second (CFS). **Weekly measurements and recordings must be made unless IDWR or the measurement district has authorized a different schedule.** Record the diversion flow rate on this form for each day a measurement is taken. Daily flows may be recorded if the user wishes or is already measuring on a daily basis. A flow rate of 0 (zero) cfs should be entered for any day where water is not diverted. Total annual flow and volume will be computed by IDWR or the district. **IDWR will assume constant flow rates between measurements.**

Section IIIA: Please use this section to describe the type of measuring device or devices being used. *Example: 'A six foot contracted Cippolletti weir installed in ditch approximately 100 feet below headgate.'* An additional description may be required for more complex measurements, or for multiple measuring devices from the same source. *Example: 'Three separate four foot suppressed rectangular weirs, and two separate five foot contracted rectangular weirs installed in outflow of fish hatchery raceways. Measurements at these five weirs are combined to account for total diversion from Spring Creek as reported in Section 2 of this report.'*

Section IIIB: For seasonal use (*i.e.*; irrigation), or diversions/use made during only part of the year, please show the beginning (turn-on) and ending (turn-off) diversion dates for annual period of use. Short periods of non-use within the season should be shown on the log sheet as 0 (zero) cfs daily flow rates.

Section IIIC: Attach copy of measuring device table if this is the first year of reporting or if you have not previously submitted a measuring device table to IDWR with a previous water measurement report. (*Submittal of tables in future years will be required only if existing measuring device has been changed or re-rated, or if a new measuring device has been installed.*)

Section IV: Use this space to submit additional explanation or any comments pertaining to your measurements.

Section V: Affix signature, title and date in space provided and submit \$25 report processing fee with report.