

Water Use Report Directions

Enclosed are the 2008 Water Use Report forms for your
Minnesota Department of Natural Resources water appropriation permits

Please complete these forms with all requested information and return with the appropriate fee by February 15, 2009, even if no water was used during 2008.

Fee Rate Changes

Please pay close attention to the fee rates as most fee rates and minimums have changed from past years.

A condition of each water appropriation permit is the monthly measurement and yearly reporting of water use with an approved measuring device to an accuracy of 10%. A monthly water use reporting **Installation Worksheet** is printed for each active installation (well/pump station) for each permit. Fill in the monthly water used in units of whole gallons for each installation. A flow meter, flow rate meter, or timing device is required to measure water use. Only pre-approved alternate methods can be substituted. See the metering brochure for details at: http://files.dnr.state.mn.us/waters/watermgmt_section/appropriations/flowmeter.pdf

The **Fee Calculation Worksheet** is used to determine your processing fee based on the amount of water used. Add the individual installation totals to make a grand total for each permit. Use the fee rate table to determine the fee and follow the instructions to calculate the amount due.

The **Permit Data Verification Form** is used to check compliance with the permitted water use volume and to request amendment, transfer, or termination of permits. Note the fee exemptions for amendments and transfers.

Please note the following items related to water use reporting:

To calculate monthly water use from:

A Flow Meter: Subtract the beginning of the month readings from end of the month readings. Convert the result into gallons for each month. If meter readings are in cubic-feet, multiply by **7.4805** to convert to gallons.

A Timing Device: To convert to gallons: multiply the hours pumped times the pump rate (in gallons per minute) times 60 (minutes). [Example: 150 hrs x 800 gpm x 60 min/hr = 7,200,000 gallons]

For irrigators:

Gallons of water per acre = Total Annual Gallons ÷ number of irrigated acres

Inches of water per acre = Gallons of water per acre ÷ 27,154

Calculate the inches per acre for each crop type by installation. The total of each individual crop acres times the inches per acre, when converted into gallons, should equal the total water use for each installation.

Pay by check or money order. We are unable to accept payment by cash or credit card.

Make your check or money order payable to **MN DNR Waters**.

All money received goes to the State of Minnesota General Fund. Return all completed forms with payment to the address on the Fee Calculation Worksheet. You may pay for all permits using one check.

Questions? Please call (651)259-5678 (answered during the day, voice mail at night) or send email to wateruse@dnr.state.mn.us. Please include your name, permit number, telephone number, and specific questions when leaving a message. We will return your call or send you the information/forms requested.

Non-Reporting: Permits for which reports and fees are not received by **February 15, 2009** are subject to termination. All active permits require reports and fees, except as noted. Permittees that do not submit the required fee will be referred to the Minnesota Department of Revenue for collection and additional collection, enforcement and interest fees will apply.

To suggest changes that you feel would make water use reporting easier or more effective, please send your comments on a separate sheet of paper. We welcome your ideas.

Turn over for general information on Minnesota water use

Minnesota Water Use

DNR water appropriation permits are required for all users withdrawing more than ten thousand gallons of water per day or one million gallons per year. Uses less than this, such as rural domestic use do not require a permit and are not included in these figures.

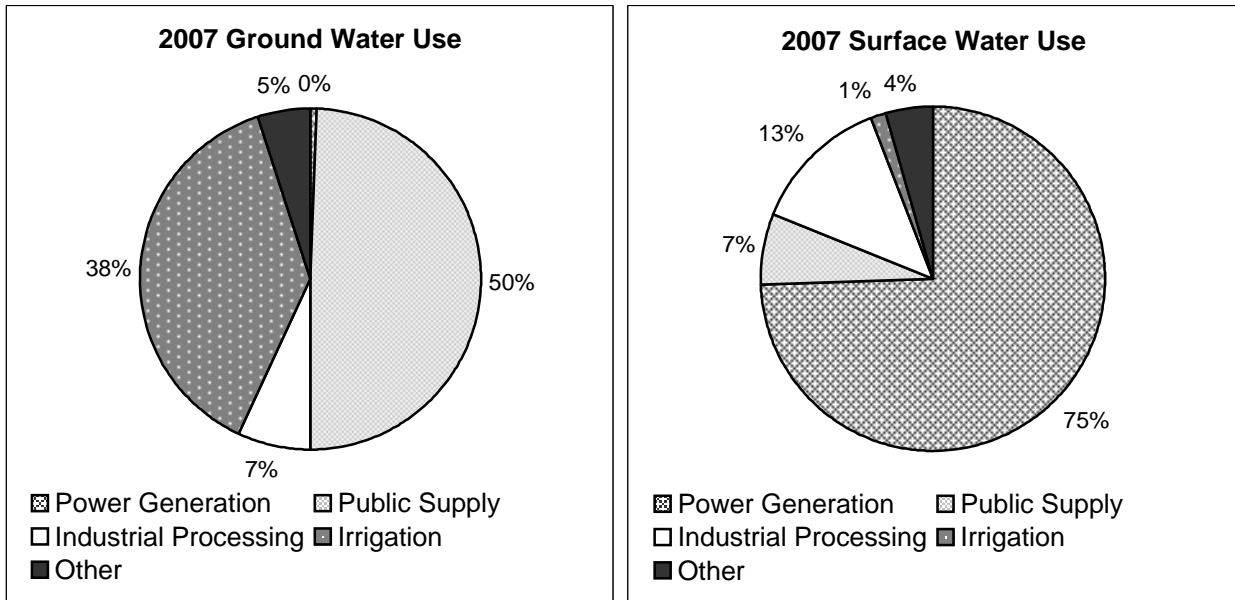
Water use data are used for many purposes, such as documenting permitted water use, identifying water use trends, understanding the hydrology of aquifers from which water is withdrawn, evaluating well interferences and impacts from water appropriations.

The majority of water withdrawn for power generation is from surface water sources and is used for cooling purposes and then returned to the original source.

The "Other" category includes uses such as air conditioning, construction dewatering, water level maintenance of lakes, pollution containment, pipeline testing, aquaculture and livestock watering.

Irrigation includes golf courses, landscaping, nurseries, major crops and wild rice.

See the MN DNR web site for the latest water use information: www.dnr.state.mn.us/waters



2007 Water Use in Billions of Gallons

Power Generation	838.7
Public Supply	226.7
Industrial Processing	167.5
Irrigation	131.9
Other	64.3
Totals	1429.1