



State of Idaho

## DEPARTMENT OF WATER RESOURCES

Western Region, 2735 Airport Way • Boise, Idaho 83705-5082

Phone: (208) 334-2190 • Fax: (208) 334-2348 • Web Site: [www.idwr.idaho.gov](http://www.idwr.idaho.gov)

June 3, 2014

C. L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

TERRY GREENE  
SUE GREENE  
2805 POLE LINE RD  
TWIN FALLS ID 83301

**RE: Ownership Change for Water Right No's: 65-13957**

Dear Applicants,

The Department of Water Resources acknowledges receipt of your request for an ownership change on the water right mentioned above. However, after reviewing the request, it was determined the form was not completed and additional documentation is needed to complete this request.

Please complete and submit the requested documentation listed below:

- A copy of the conveyance document – warranty deed, quitclaim deed, court decree, contract of sale, etc. The conveyance document must include a legal description of the property or description of the water right(s) if no land is conveyed.
- Submit a recorded Deed.
- Provide original signatures and dates on the Notice of Change in Water Right Ownership Change form to match that of the deed (a copy of your notice is enclosed for you to sign and return)
- A plat map, survey map or aerial photograph which clearly shows the place of use and point of diversion for each water right and/or claim listed above (if necessary to clarify division of water rights or complex property descriptions).
- Previous Owners Name

Because the Department cannot process this request at this time, we will hold any action on your notice pending receipt of the necessary documentation. If we do not receive the required documentation within 30 days, the notice will be returned and will not be processed.

Thank you for your cooperation. If you have any questions please, contact this office at 208-334-2190.

Sincerely,

Crystal Nute  
Office Specialist II  
Western Regional Office

Enclosures: Copy of Notice of Change in Water Right Ownership Change form

CC: