

STATE OF IDAHO  
DEPARTMENT OF WATER RESOURCES

RECEIVED VDE

JUN 29 2023

WATER RESOURCES  
WESTERN REGION

## NOTICE OF CHANGE IN WATER RIGHT OWNERSHIP

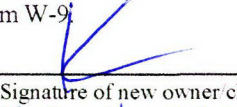
1. List the numbers of all water rights and/or adjudication claim records to be changed. If you only acquired a portion of the water right or adjudication claim, check "Yes" in the "Split?" column. If the water right is leased to the Water Supply Bank, check "Yes". If you are not sure if the water right is leased to the Water Supply Bank, see #7 of the instructions.

| Water Right/Claim No. | Split?                       | Leased to Water Supply Bank? | Water Right/Claim No. | Split?                       | Leased to Water Supply Bank? |
|-----------------------|------------------------------|------------------------------|-----------------------|------------------------------|------------------------------|
| 63-19162              | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |
|                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |
|                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |
|                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |
|                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |                       | Yes <input type="checkbox"/> | Yes <input type="checkbox"/> |

2. Previous Owner's Name: Dennis Baker  
Name of current water right holder/claimant
3. New Owner(s)/Claimant(s): Katie Hanson  
New owner(s) as listed on the conveyance document      Name connector ☐ and ☐ or
- 2579 S Montevista Ave      Boise      ID      83706  
Mailing address      City      State      Zip
- 208-890-1441      katie@katiehanson.com  
Telephone      Email
4. If the water rights and/or adjudication claims were split, how did the division occur?  
☐ The water rights or claims were divided as specifically identified in a deed, contract, or other conveyance document.  
☐ The water rights or claims were divided proportionately based on the portion of their place(s) of use acquired by the new owner.
5. Date you acquired the water rights and/or claims listed above: 4/6/2012
6. Do you own the land identified as the water right place of use? Yes ☒ No ☐  
 o If no, attach evidence that written notice of the change of water right ownership has been delivered to the landowner of record.
7. This form must be signed and submitted with the following **REQUIRED** items:  
☒ 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.  
☒ 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).  
☒ Filing fee (see instructions for further explanation):  
     o \$25 per *undivided* water right.  
     o \$100 per *split* water right.  
     o No fee is required for pending adjudication claims.  
☐ If water right(s) are leased to the Water Supply Bank AND there are multiple owners, a Lessor Designation form is required.  
☐ If water right(s) are leased to the Water Supply Bank, the individual owner or designated lessor must complete, sign and submit an IRS Form W-9.

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JUN 30 2023

8. Signature:       Title, if applicable: \_\_\_\_\_      Date: 6/28/23  
 Signature of new owner/claimant      Title, if applicable      Date  
Katie Hanson      \_\_\_\_\_      \_\_\_\_\_  
 Print name

Signature: \_\_\_\_\_      Title, if applicable: \_\_\_\_\_      Date: \_\_\_\_\_  
 Signature of new owner/claimant      Title, if applicable      Date  
 \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
 Print name

For IDWR Office Use Only:  
 Received by: DM      Date: 6-29-23      Receipt No.: W051347      Receipt Amt.: \$25.00  
 Active in the Water Supply Bank? Yes ☐ No ☒      If yes, forward to the State Office for processing      W-9 received? Yes ☐ No ☐  
 Name on W-9: \_\_\_\_\_      Approved by: DM      Processed by: DM      Date: 6-30-23

STATE OF IDAHO  
DEPARTMENT OF WATER RESOURCES

**INSTRUCTIONS FOR FILING A  
NOTICE OF CHANGE IN WATER RIGHT OWNERSHIP**

This form has been prepared to assist all claimants and owners of water rights to comply with the requirements of Idaho Code §§ 42-248 and 42-1409(6). All persons owning or claiming ownership of a water right or claim are required to provide notice to the Department of Water Resources (IDWR) of any change in ownership of any part of the water right or claim or of any change in the owner's mailing address within 120 days of the change. Forms to report ownership changes and/or to update an address are available on IDWR's website at [www.idwr.idaho.gov/forms/water-rights.html](http://www.idwr.idaho.gov/forms/water-rights.html). In addition, all new owners of water rights within a pending general adjudication area must inquire whether a notice of claim has been filed and, if not, shall file a notice of claim if necessary.

A notice is required for changes in ownership from one individual to another, from an individual to a business entity (even if the business is owned by the individual), or from one business entity to another (even if both businesses are owned by the same individual). Adding or removing a name is considered an ownership change which requires the submission of evidence to support the change and the filing fee.

Separate brochures describing the adjudication of water rights and the ownership change notice requirement are available from IDWR. Please contact your nearest IDWR office if you would like more information or need help completing this form. A list of IDWR offices is on page 2 of these instructions, or you can call 1-800-451-4129. Water right information can be found on the IDWR's website using the [Water Right and Adjudication Search](#).

**Please note:**

- Unlike licensed or decreed water rights and water right permits, which are real property, applications for new water right permits, applications to transfer existing water rights, and other applications are considered the personal property of the applicants. Applicants must assign their interest in an application to the new applicant. Assignment forms are available on the IDWR's website at [www.idwr.idaho.gov/forms/water-rights.html](http://www.idwr.idaho.gov/forms/water-rights.html), or from any IDWR office. There is no charge for assignments of applications.
- If you want to change or add a point of diversion, place of use, season of use, or purpose of use of a water right, you must file an Application for Transfer. The ownership of a water right can also be updated through the transfer process.
- The combined portions of a divided ("split") water right cannot exceed the total flow rate, volume, or period of use of the original right.
- IDWR has no jurisdiction concerning easements, rights-of-way, and zoning matters. The buyer and seller must make these provisions where necessary.
- Any action by IDWR updating the ownership of a water right in IDWR's records is not a determination of water right ownership. Water right ownership disputes arising from a notice of change in water right ownership must be resolved in a water rights adjudication or in an action to quiet title.

**LINE INSTRUCTIONS:**

1. If there are water rights associated with the property, the seller should be able to provide you with the water right or adjudication claim number(s). You may have purchased only a portion of the water right(s) held by the seller. If so, the water right(s) held by the seller may need to be divided ("split") to provide you your share of each right. Mark the box "Yes" if a division of the water right is required.

If you receive water from a municipal provider, an irrigation district or other water delivery organization, and the water rights are held by the organization, please do not use this form to record a change. Please contact the water delivery organization to determine if any action is necessary.

If you or the seller believes there are water rights for the property but you do not know the numbers, you may contact IDWR for assistance in identifying the water rights for the property in question. If adjudication claims for the rights are required and have not been filed, IDWR will so advise you.

2. Fill in the name of the current water right holder/claimant.
3. Fill in each name as listed on the conveyance document and complete the current contact information. For water rights, IDWR will update the ownership to the individual(s)/entities listed on the conveyance document. For active adjudication claims, IDWR will update the claimant information to match the conveyance document unless the new claimant provides good cause for the variance.
4. You may have acquired only a portion of the water right(s) held by the seller. If you did not acquire the entire water right/property, please check the appropriate box. Water rights are often conveyed as an appurtenance to the land where they are used, and the conveyance document for the land often does not have specific language regarding the water right. Please read your deed or other conveyance document carefully to be sure. When the conveyance document does not specifically address water rights, it will be assumed that the water rights are to be split proportionate to the amount of land acquired.

## QUIT CLAIM DEED

For value received:

**Katie L. Tutt, a single woman**

do hereby convey, release, remise and forever quit claim unto

**Katie L Hanson, a married woman**

whose current mailing address is:

**750 E Pennsylvania St  
Boise, IDAHO 83706**

the following described premise:

**Lot 2 in Block 1 of Millrun Subdivision, according to the official plat thereof, filed in Book 58 of Plats at Pages 5601 and 5602, official records of Ada County, Idaho.**

together with their appurtenances, together with any after acquired title.

Dated: 6/16/15

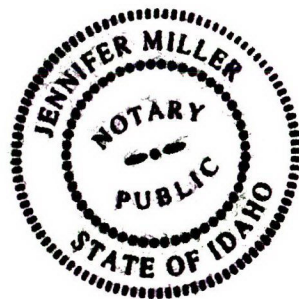
Katie L Hanson (Seal)  
**Katie L Hanson** -Borrower

Robert Kirk Hanson (Seal)  
**Robert Kirk Hanson** -Borrower

STATE OF  
COUNTY OF

On this 16th day of June, 2015, before me the undersigned, a Notary Public, in and for said state, personally appeared **Katie L Hanson, a married woman**, known to me to be the persons whose names are subscribed to the within instrument and acknowledged to that they executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.



Jennifer Miller  
NOTARY PUBLIC  
Residing at: Ada CO  
Commission Expires: 8/22/2017



SCANNED

JUN 30 2023



NWID-1224970 PA

WARRANTY DEED

FOR VALUE RECEIVED

Matthew J. Perkins, a single man GRANTOR(s) does(do) hereby GRANT, BARGAIN, SELL and CONVEY unto:

Katie L. Tutt, a single woman GRANTEE(s),

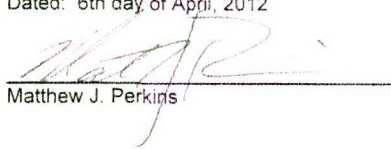
whose current address is: 750 E. Pennsylvania St., Boise, 83706

the following described real property in Ada County, State of Idaho more particularly described as follows, to wit:

Legal description attached hereto and made a part hereof marked Exhibit "A"

TO HAVE AND TO HOLD the said premises, with their appurtenances unto said Grantee(s), and Grantee(s) heirs and assigns forever. And Grantor(s) does(do) hereby covenant to and with said Grantee(s) that Grantor(s) is/are the owner(s) in fee simple of said premises, that said premises are free from all encumbrances, EXCEPT those to which this conveyance is expressly made subject and those made, suffered or done by the Grantee(s); and subject to reservations, restrictions, dedications, easements, rights of way and agreements, if any, of record, and general taxes and assessments, (including irrigation and utility assessments, if any) for the current year which are not yet due and payable and the Grantor(s) will warrant and defend the same from all lawful claims whatsoever.

Dated: 6th day of April, 2012

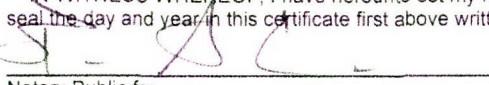
  
Matthew J. Perkins

STATE OF Idaho)

COUNTY OF ADA)

On this 6 day of April, in the year of 2012, before me the undersigned Notary Public in and for said State, personally appeared MATTHEW J PERKINS known or identified to me (or proved to me on the oath of ....), to be the person whose name(s) is/are subscribed to the within instrument, and acknowledged to me that he/she/they executed the same.

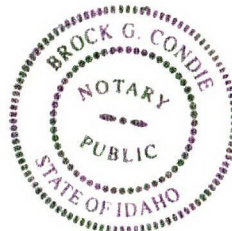
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

  
Notary Public for \_\_\_\_\_

Residing at: \_\_\_\_\_

My commission expires: \_\_\_\_\_

Brock G. Condie  
Residing in: Boise, Idaho  
Commission expires: 02/02/2014



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JUN 30 2023

**EXHIBIT "A"**

Lot 2 in Block 1 of Millrun Subdivision, according to the official plat thereof, filed in Book 58 of Plats at Pages 5601 and 5602, records of Ada County, Idaho.

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JUN 30 2023

ADA COUNTY RECORDER J. DAVID NAVARRO  
BOISE IDAHO 03/03/05 01:46 PM  
DEPUTY Joanne Hooper  
RECORDED - REQUEST OF  
Alliance Title

AMOUNT 3.00 1



## WARRANTY DEED

Order No.: AT-5000525034SL

### FOR VALUE RECEIVED

Tyler T Older, a single person,

the grantor(s), do(es) hereby grant, bargain, sell and convey unto

Matthew J Perkins, an unmarried person,

whose current address is

750 E. Pennsylvania St., Boise, ID, 83706,

the grantee(s), the following described premises, in Ada County, Idaho, TO WIT:

**Lot 2 in Block 1 of Millrun Subdivision, according to the official plat thereof, filed in Book 58 of Plats at Page(s) 5601 and 5602, Official Records of Ada County, Idaho.**

TO HAVE AND TO HOLD the said premises, with their appurtenances unto the said Grantee, heirs and assigns forever. And the said Grantor does hereby covenant to and with the said Grantee(s), that (s)he is/are the owner(s) in fee simple of said premises; that they are free from all encumbrances Except: Current Year Taxes, conditions, covenants, restrictions, reservations, easements, rights and rights of way, apparent or of record.

And that (s)he will warrant and defend the same from all lawful claims whatsoever.

Dated: February 23, 2005

  
Tyler T Older

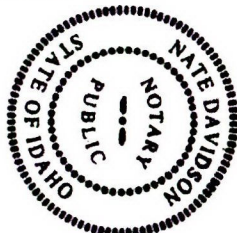
State of Idaho

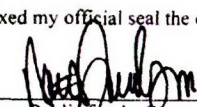
County of ADA

}  
}ss  
}

On this 24 day of FEB 2005, before me, a Notary Public in and for said state, personally appeared TYLER T OLDER known or identified to me to be the person(s) whose name(s) is/are subscribed to the within Instrument and acknowledged to me that he/she/they executed same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



  
Notary Public for the State of Idaho

Residing at:

Commission Expires:

Commission Expires 5/18/10  
Residing in Boise, Idaho

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JUN 30 2023



A Pioneer Company

**PIONEER TITLE COMPANY**  
OF ADA COUNTY

8151 W. Rifleman Ave / Boise, Idaho 83704 / (208) 377-2700

7184307

**WARRANTY DEED**

For Value Received

CHRIS A. LANGWORTHY and CINDI L. LANGWORTHY, husband and wife

hereinafter referred to as Grantor, does hereby grant, bargain, sell, and convey unto

TYLER T. OLDER, a single person

hereinafter referred to as Grantee, whose current address is

750 PENNSYLVANIA ST., BOISE, ID 83706

the following described premises, to-wit:

LOT 2 IN BLOCK 1 MILLRUN SUBDIVISION, ACCORDING TO THE OFFICIAL PLAT THEREOF,  
FILED IN BOOK 58 OF PLATS AT PAGES 5601 AND 5602, RECORDS OF ADA COUNTY,  
IDAHO.

PIONEER TITLE

ADA COUNTY RECORDER  
J. DAVID NAVARRO  
BOISE, IDAHO

1999 SP 13 PM 4:47

RECORDED - REQUEST OF

FEE 3 DEPUTY

99091210

To HAVE AND TO HOLD the said premises, with their appurtenances unto the said Grantee, his heirs and assigns forever. And the said Grantor does hereby covenant to and with the said Grantee, that Grantor is the owner in fee simple of said premises; that said premises are free from all encumbrances except current years taxes, levies, and assessments, and except U.S. Patent reservations, restrictions, easements of record, and easements visible upon the premises, and that Grantor will warrant and defend the same from all claims whatsoever.

Dated: September 10, 1999.

CHRIS A. LANGWORTHY

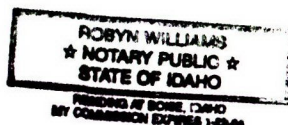
CINDI L. LANGWORTHY

STATE OF IDAHO )

ss.

COUNTY OF ADA )

On This 13TH day of SEPTEMBER, in the year 1999, before me, a Notary Public in and for said State, personally appeared CHRIS A. LANGWORTHY AND CINDI L. LANGWORTHY, known or identified to me to be the person(s) whose name(s) are subscribed to the within Instrument, and acknowledged to me that they executed the same.



Notary Public of Idaho  
Residing at BOISE, IDAHO  
Commission expires: 02.02.2002  
01-22-2001

SCANNED

JUN 30 2023



A Pioneer Company

**PIONEER TITLE COMPANY**  
OF ADA COUNTY

821 West State Street / Boise, Idaho 83702-5836 / Telephone (208) 336-6700

PIONEER TITLE CO.  
J. DAVID NATARER  
RECORDER

'93 JUL 20 PM 3 51

1576000120

P12136OLF/LF

**WARRANTY DEED**  
(INDIVIDUAL)

FOR VALUE RECEIVED DENNIS M. BAKER AND JEAN S. BAKER, HUSBAND AND WIFE

Grantor s , do hereby grant, bargain, sell and convey unto CHRIS A. LANGWORTHY AND CINDI L. LANGWORTHY, HUSBAND AND WIFE

the Grantee s , whose current address is: 750 E. PENNSYLVANIA STREET, BOISE, ID 83706  
the following described real property in ADA County, State of Idaho, more particularly described as follows, to-wit:  
LOT 2 IN BLOCK 1 OF MILLRUN SUBDIVISION, ACCORDING TO THE OFFICIAL PLAT THEREOF,  
FILED IN BOOK 58 OF PLATS AT PAGES 5601 AND 5602, RECORDS OF ADA COUNTY, IDAHO.

TO HAVE AND TO HOLD the said premises, with their appurtenances unto the said Grantee s , and Grantee s heirs and assigns forever. And the said Grantor s do hereby covenant to and with the said Grantees , the Grantors are the owner s in fee simple of said premises; that said premises are free from all encumbrances, EXCEPT those to which this conveyance is expressly made subject and those made, suffered or done by the Grantee s ; and subject to reservations, restrictions, dedications, easements, rights of way and agreements, (if any) of record, and general taxes and assessments, (includes irrigation and utility assessments, (if any) for the current year, which are not yet due and payable, and that Grantors will warrant and defend the same from all lawful claims whatsoever.

Dated: July 20, 1993

Dennis M. Baker Jean S. Baker by Power of Attorney  
DENNIS M. BAKER JEAN S. BAKER

STATE OF IDAHO , County of ADA , ss.

On this 20 day of July , in the year of 1993 , before me THE UNDERSIGNED , a notary public, personally appeared DENNIS M. BAKER AND JEAN S. BAKER known or identified to me to be the persons whose name s subscribed to the within instrument, and acknowledged to me that they executed the same.

Notary Public: Jane L. Block  
Residing at: BOISE  
My Commission Expires: 2/7/99

SCANNED

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STATE OF IDAHO, County of ADA, ss.

On this 20th day of July, in the year of 1993, before me  
THE UNDERSIGNED \_\_\_\_\_, a notary public,  
personally appeared DENNIS M. BAKER  
known or identified to me to be the person whose name is subscribed to the within instrument as the attorney in  
fact of JEAN S. BAKER

and acknowledged to me that he subscribed the name of JEAN S. BAKER  
thereto as principal, and HIS own name as attorney in fact.

Notary Public: \_\_\_\_\_

Residing at: \_\_\_\_\_

*[Signature]*  
*[Signature]*  
H. S. 1994

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JUN 30 2023

## 6/30/2023

| <u>Owner Type</u> | <u>Name and Address</u>                                                              |
|-------------------|--------------------------------------------------------------------------------------|
| Current Owner     | KATIE HANSON<br>2579 S MONTEVISTA AVE<br>BOISE, ID 83706-6809<br>(208) 890-1441      |
| Original Owner    | DENNIS M BAKER<br>6149 N MEEKER PL STE 110<br>BOISE, ID 83713-1567<br>(208) 375-6666 |

SCANNED  
63-19162  
JUN 30 2023

IDAHO DEPARTMENT OF WATER RESOURCES  
Proof Report

6/30/2023

MILLRUN SUBDIVISION.

**Dates and Other Information:**

Decreed Date: 2/21/2000  
Civil Case Number: 39576  
Judicial District: FIFTH  
State or Federal: S  
Water District Number: TBD  
Mitigation Plan: False

**Combined Use Limits:**

N/A

**SubCase:**

N/A

**Water Supply Bank:**

N/A

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JUN 30 2023

**OWNERSHIP CHANGE (O/C)**Transfer # \_\_\_\_\_ WR #(s) 63-19162 Reviewer DM Date 6-29-23**OS2 - INITIAL REVIEW & FILE PREP**☒ **O/C Tracking Record**

Add new record(s) in Ownership Change Tracking workflow if not already recorded. If there are multiple incomplete records for same WR(s), coordinate with O/C processing staff.

☒ **Receipt Correct**

Fee is appropriate for number and split status of WRs. Receipt reflects correct amount and PCA code.

❖ **For Corrections:** Email Fiscal to request receipt corrections. Date Request Sent: \_\_\_\_\_

❖ **For Overpayments:** Note amount of overpayment to be refunded after processing: \_\_\_\_\_

☒ **If Transfer, give to WRA with transfer, otherwise continue review.**☒ **WR Status in Info Search**

Basis is Licensed or Decreed, and Status is Active.

☒ **WR Water Supply Bank Status** NO

Review docs via Info Search to see if WSB Lease associated with WR(s). If WSB Lease, review agreement doc for expiration date. If current, send email to WSB State Office staff to coordinate processing O/C.

☒ **WR Owner in Info Search**

Compare current owner name(s) to new owner(s) on O/C form. If same, confirm O/C process already complete, then request refund, create return letter, mark Returned in O/C Tracking.

☒ **SRBA Decree Status** 2-21-2000 to BAKER

Check the SRBA website (<http://srba.idaho.gov/SREPT.HTM>) to confirm the decree hasn't been rescinded or amended.

☒ **Note Relative Dates of License/Decree vs Ownership Document**

If ownership document dated prior to decree/license see WR Supervisor.

☒ **Review Conveyance Documentation and Signatures**

Confirm type of deed/document(s) submitted and signature(s) acceptable per Admin Memo Records Memo No. 9. Request any necessary additional information.

☒ **Create GIS shape of legal property description on deed/document(s)**

Use Deed Plotter to map property descriptions and create shape files for ArcMap as needed.

❖ **Save files to:** N:\WRPROCESSING\Ownership Change Processing\Deed Plotter Shapes

❖ **File name:** Date received & applicant name: Deed names location & lot # of subdivision

☒ **Compare legal property description to WR POU legal to ArcMap WR POU shape**

If split, forward the notice, this checklist, and any notes to the next WRA in line to process.

**OS2 or WRA - PROCESS NOTICE**☒ **Compare POU and Legal Description for Other Possible WRs**

If other WR(s) found to match deed, list them here to be included in acknowledgement letter:

☒ **For Splits: Print Proof Report and POD & POU Map BEFORE Split**

Use WR/Layouts tool to print map(s) including all POU shapes. Write "BEFORE SPLIT" at tops of documents.

✓  
**Complete O/C in Workflow**

See Workflow Water Rights Process and confirm "Completion" status. Ensure all new owners are correctly listed, previous Representatives removed from WR record.

✓  
**For Splits: Update WR in AdHoc**

WR Status is Active and Draft is set to No. Conditions, POU shapes, and rates are correct for parent and child WR(s).

✓  
**For Splits: Print Parent WR Proof Report and POD & POU Map AFTER Split**

Use WR/Layouts tool to print map(s) including all POU shapes. Write "AFTER SPLIT" at tops of documents.

✓  
**For Splits: Print Child WR Proof Report and POD & POU Map**

Use WR/Layouts tool to print map(s) including all POU shapes. Write "CREATED BY SPLIT" at tops of documents.

✓  
**Refund Overpayment**

If applicable, email Fiscal to request refund as notated above in Initial Review section. Print 1 copy of refund request to be profiled into WR file.

❖ Date Request Sent: \_\_\_\_\_

**OS2 or WRA – CORRESPONDENCE & PROFILING**

Copies of the below documents should be prepared for:

- ❖ **WR Record** – 1 copy to be profiled as part of O/C correspondence
- ❖ **New Owner(s)** – 1 copy for each new owner at different mailing addresses
- ❖ **Split Parent Right Owner(s)** – 1 copy for parent right owners. Report & map for PARENT WR, not child WR.
- ❖ **Other Contacts** – If applicable, 1 copy for each Representative or Security Interest on WR.

✓  
**Print Proof Report and POD & POU Map for WR Owners**

✓  
**Create Cover Letters**

Generate "O/C Complete" or "O/C Split Complete" letter in O/C Tracking, including all affected WRs in one letter.

- ❖ **Additional WR(s):** If applicable, include information about other possible WRs found during review.
- ❖ **Refunds:** If applicable, include information about refund for any overpayment (see template).

✓  
**Mail Documents to Owner(s)**

✓  
Mail the above prepared cover letters, proof reports, and maps to all applicable contacts.

**Initial and Date Bottom of Notice**

✓  
Initial "Approved by" (if blank) and "Processed by" fields at bottom of Notice, and write in date of completion.

✓  
**Organize Paperwork**

✓  
Top to Bottom: Checklist, Transfer Memo, Notice & attachments, correspondence to owners, Split proof reports & maps

✓  
**Prepare Internal Notes & Research (optional—for complex splits)**

- ❖ Paperclip notes together at the back of the O/C packet with a sticky note indicating that they should be saved.
- ❖ Create a new folder in N:\WRPROCESSING\Ownership Change Processing\Complex Splits, using the O/C date received & applicant name for the folder name. Ex: 2021-12-31\_JohnDoeRanch
- ❖ OS2 will scan notes to this folder, they will not be profiled with the rest of the O/C.

✓  
**Return File to OS2 for Verification, Scanning and Profiling**

OS2 will verify that all appropriate letters and documentation have been created and mailed, and O/C Tracking record is closed, completing any steps as necessary.

**PROCESSING NOTES:**

No Shape



Western Region • 2735 W Airport Way • Boise, ID 83705-5082

Phone: 208-334-2190 • Fax: 208-334-2348 • Email: [westerninfo@idwr.idaho.gov](mailto:westerninfo@idwr.idaho.gov) • Web: [idwr.idaho.gov](http://idwr.idaho.gov)

Governor Brad Little

Director Gary Spackman

June 30, 2023

KATIE HANSON  
2579 S MONTEVISTA AVE  
BOISE ID 83706-6809

Re: Change in Ownership for Water Right No(s): **63-19162**

Dear Water Right Holder(s):

The Department of Water Resources (Department) acknowledges the receipt of correspondence changing ownership of the above referenced water right(s) to you. The Department has modified its records and has enclosed a computer-generated report for you.

Updating the ownership record for a water right does not reconfirm the validity of the right. When processing a Notice of Change in Water Right Ownership, the Department does not review the history of water use to determine if the right has been forfeited or deliberately abandoned through five years or more of non-use. To read more about water right forfeiture, including how to protect a water right from forfeiture, please see Idaho Code §§ 42-222 and 42-223.

Please note, water right owners are required to report any change of water right ownership and any change of mailing address to the Department within 120 days of the change. Reporting forms are available from any office of the Department, or from the Department's website.

If you have any questions concerning the enclosed information, please contact me at (208)605-4620.

Sincerely,

Debra Mansfield  
Office Specialist II

Enclosure(s)

SCANNED

JUN 30 2023