

WATER DISTRICT #120

WATERMASTER REQUIREMENT SHEET

DATE OF MEETING: \_\_\_\_\_ TIME OF MEETING: \_\_\_\_\_

PLACE OF MEETING: \_\_\_\_\_

IDWR EMPLOYEE IN ATTENDANCE @ ANNUAL MEETING: \_\_\_\_\_

**ELECTED OFFICERS:**

Chairman: \_\_\_\_\_  
(name) (address)

Phone #: \_\_\_\_\_

Sec/Treas: \_\_\_\_\_  
(name) (address)

Phone #: \_\_\_\_\_

Watermaster: \_\_\_\_\_  
(name) (address)

Phone #: \_\_\_\_\_

Board or Committee: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

**APPOINTMENT REQUIREMENTS:**

Copy of annual meeting minutes received: \_\_\_\_\_

Adopted Budget received: \_\_\_\_\_

Oath of Office received: \_\_\_\_\_

Petition for Watermaster Services received: \_\_\_\_\_

Certificate of Appointment sent: \_\_\_\_\_  
(\_\_\_\_\_ Daily record books & Instructions to Watermaster sent)

**WATER DISTRICT INFORMATION:**

Watermaster Report received: \_\_\_\_\_

Proposed Budget received: \_\_\_\_\_

Daily record books received: \_\_\_\_\_