

## GROUNDWATER LICENCING WORKSHOP – AUGUST 14<sup>TH</sup>, 2019

Thank you for registering for *our Existing Use Groundwater Well Licencing Workshop*. The following is a list of items of documents to make sure that you bring to ensure this process runs as smoothly as possible.

### Items to Bring:

1. A [BCeID](#) is required in order to complete, save and submit the application. If you have not signed up BCeID yet, please obtain the [BCeID](#) before starting your water licence application as you will not be able to save your application without it. Do not forget to bring your [BCeID](#) username and password info to the workshop. [BCeID](#) is necessary for anyone with a co-applicant but strongly encouraged for everyone.  
You can sign up for [BCeID](#) at <https://portal.nrs.gov.bc.ca/web/client/bceid>
2. Laptop: Please bring a laptop or a tablet with a keyboard. That way all your files can be saved directly to your device for you records. Please note:
  - If you do not have access to a laptop, there will be a few available to borrow;
  - If you will be using a borrowed laptop you will need to book it in advance- *Please let us know ASAP if you need a laptop*; and
  - Those using borrowed laptops should bring a USB external storage device (thumb drive) in order to bring your documents home with you.
3. Legal land description and land tenure for all lands on which you propose to construct works or flood (legal description, PID, or description if the land is un-surveyed).
4. Location (latitude and longitude or UTM coordinates) of wells and, if applicable, any existing storage reservoir. This can be done by using the GPS feature on your phone or using Google Earth.
5. A detailed description of the proposed works (e.g. diversion structures, pumps, pipelines, irrigation system, and reservoir).
6. If the works includes one or more wells, details of the well(s) including well depth and well identification plate number or well tag number if available.
7. Written consent from every person on the land title/land tenure where you propose to use the water (i.e., co-applicants), or to whom a licence may be issued, and written consent from each person in the application for disclosure of their personal information that is included in the application. A consent form with the appropriate details will be generated for you by the online application system. Consent can be given in writing by signing the form or electronically by e-mail.

We look forward to hosting you!