Voluntary Revocation Request is received by the Division of Water Rights

Completeness Review

Can the missing information be found in the eWRIMS database?

Yes

Ownership Review
Division staff review available records to identify:
• Parcels/property owners in the POU,
• Other owners and interested parties

No

Revocation request is abandoned, and a rejection letter is mailed to the requestor(s), if possible

Does the Request include:
• A Water Right ID? (A0XXXXX)
• Contact information?

No

Yes

Ownersh.pdf

The matter is sent to the Data Management Unit to process an ownership inquiry. Requester is notified that the Revocation Request must be resubmitted, after the ownership discrepancy is resolved.

Does the Request include the signature of at least one of the POU owners?

No

Revocation Investigation
Division staff determines the existence of Revocation Request deficiencies, such as:
• Missing co-owner signatures
• Operable diversion/storage facilities without alternate source or right
• Threat of continued diversion/use

Yes

Investigation Memo and Revocation Order
Division staff prepares and investigation memo/report, drafts a proposed revocation order, and transmittal letter. Order is signed by Division Staff on Board-delegated authority.

Is the Request for Revocation deficient?

No

Revocation request is abandoned, and a rejection letter is mailed to the requestor(s), if possible

Yes

Division staff notifies requestor(s) of deficiency and offers requestor(s) 45 days to correct the identified deficiencies

Are the deficiencies corrected within 45 days of the deficiency letter?

No

Yes

Requestor is notified that the water right has been revoked. Diversion or use under a revoked water right is an unauthorized diversion.

NOTES:
• An “interested party” is anyone owning property within the place of use (POU) and/or anyone who is identified within our database as a current owner of record for the water right
• Partial revocations may have other possible deficiencies, such as failure to identify points of diversion (PODs) or months of diversion to be removed, failure to specify quantity of diversion to be reduced, or failure to attach a map of reduced POU
• If date to renew Registration has expired and/or renewal fees are past due, then Registration revocations are an administrative action that do not require a Revocation Order.
• To expedite the investigation of your revocation request, please submit any missing annual diversion and use reports before submitting your request. Missing reports, however, are not grounds for rejection.

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