



# WATER USE PERMIT APPLICATION



Northwest Florida Water Management District  
152 Water Management Drive, Havana, FL 32333-4712  
(850) 539-5999 Fax (850) 539-2693  
[www.nfwwater.com](http://www.nfwwater.com)

## SECTION I – CONTACT INFORMATION

If necessary, attach additional sheets if there are multiple applicants, owners, agents, etc.

1. **APPLICANT** (Complete legal name in which permit should be issued)

NAME: \_\_\_\_\_

*If applicant is a business, provide a contact person:* \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_\_) \_\_\_\_\_ CELL PHONE: (\_\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Applicant is:  Owner  Lessee\*  Other (explain) \_\_\_\_\_

\*Attach copy of current lease, or written authorization from property owner

2. **OWNER** (if different than applicant)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_\_) \_\_\_\_\_ CELL PHONE: (\_\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

3. **AGENT OR CONSULTANT** Address all correspondence to the person below?  Yes  No

NAME: \_\_\_\_\_

COMPANY NAME (if applicable): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_\_) \_\_\_\_\_ CELL PHONE: (\_\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

4. **COMPLIANCE CONTACT** (person responsible for ensuring that the permit conditions are met)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_\_) \_\_\_\_\_ CELL PHONE: (\_\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

## SECTION II – APPLICATION INFORMATION

Refer to the Applicant's Handbook for permit application guidance, located online at [www.nfwwater.com](http://www.nfwwater.com).

If any fields are not applicable for the proposed use, write N/A in the field.

1. **TYPE OF APPLICATION:**     New         Modification         Renewal  
 If this application is for a modification, please describe the modification request and the reason the modification is necessary:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
2. **WATER USE PERMIT NO.** (if application is for renewal or modification): \_\_\_\_\_
  
3. **REQUESTED PERMIT DURATION:**  20 years     \_\_\_\_\_ years (up to 20 years)  
 I qualify for duration greater than 20 years, per Florida Statute \_\_\_\_\_ (list statute)
  
4. **PROJECT NAME:** \_\_\_\_\_        **COUNTY:** \_\_\_\_\_  
**PHYSICAL ADDRESS:** \_\_\_\_\_
  
5. **RELATED PERMITS** (for projects other than Public Supply)
  - ENVIRONMENTAL RESOURCE PERMIT:        MSSW/ERP No(s): \_\_\_\_\_
  - INDUSTRIAL WASTEWATER (IWW) PERMIT:    IWW Permit No(s): \_\_\_\_\_
  - NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT (U.S. Environmental Protection Agency):  
 NPDES Permit No(s): \_\_\_\_\_

## SECTION III – USE CATEGORY

Please check all applicable water use categories associated with this permit application and complete the associated supplemental form(s) indicated. Refer to District rules for complete use category definitions.

Water Use Category	Supplemental Form
<input type="checkbox"/> <b>Agricultural</b> (e.g., crops, livestock, nursery, aquaculture, pasture)	Form A
<input type="checkbox"/> <b>Commercial / Industrial</b> (e.g., service business, food and beverage production, cooling and heating, commercial attraction, manufacturing, chemical processing, power generation)	Form B
<input type="checkbox"/> <b>Landscape / Recreation</b> (e.g., irrigation of parks, cemeteries, landscaped areas, golf courses, athletic fields, playgrounds)	Form C
<input type="checkbox"/> <b>Mining / Dewatering</b> (e.g., water use or removal associated with construction or excavation)	Form D
<input type="checkbox"/> <b>Public Supply</b> (e.g., public or privately owned water utility)	Form E
<input type="checkbox"/> <b>Other</b> (e.g., aquifer remediation, environmental augmentation, cleaning and maintenance, or the use of water for other purposes not described in Rule 40A-2.501)	Form F
<input type="checkbox"/> <b>Institutional</b> (e.g., hospital, university, military base, correctional facility)	Form G
<input type="checkbox"/> <b>Diversions and Impoundments</b> (diversion or extraction of water)	Form H

**SECTION IV – SOURCES OF WATER**  
*(Please attach additional facility tables, if necessary)*

**SUMMARY OF GROUNDWATER (WELL) FACILITIES**

Site or Wellfield Name <sup>1</sup>	Florida Unique Well ID (if available)	Well Name	Capacity (gpm)	Pump Type <sup>2</sup>	Casing Diameter (inches) <sup>3</sup>	Casing Depth (feet)	Total Depth (feet)	Status <sup>4</sup>	Type of Water Use Accounting Method <sup>5</sup>	Last Meter Calibration <sup>6</sup>	Type of Water Use (refer to Section III)

1 If project consists of separate or non-contiguous pieces of property or wellfields  
 2 Centrifugal (impeller located above water level), submersible (pump set below water level), turbine (motor at ground surface that drives an impeller below water level), vacuum underdrain (typically used for dewatering), well point system (typically used for dewatering), or other (any pump that does not fall into one of the categories previously listed)  
 3 The casing diameter is defined as the largest permanent water-bearing casing of the well at land surface  
 4 Active (currently in use), Inactive (capped, does not have power, or the connection to the water supply system has been severed), Abandoned (plugged and abandoned in accordance with Florida Administrative Code), or Proposed (include anticipated construction date)  
 5 Flow Meter, Time Clock / Pump Run Time, Hour Meter  
 6 Enter the date of the last flow meter calibration or “no meter” if a totalizing flow meter is not installed

**SUMMARY OF SURFACE WATER (PUMP) FACILITIES (IF APPLICABLE)**

Site Name <sup>1</sup>	Pump Name	Pump Capacity (gpm)	Pump Intake Diameter (inches)	Pump Type <sup>2</sup>	Name of Surface Water Body	Type of Surface Water Body <sup>3</sup>	Status <sup>4</sup>	Type of Water Use Accounting Method <sup>5</sup>	Last Meter Calibration <sup>6</sup>	Type of Water Use (refer to Section III)

- 1 If project consists of separate or non-contiguous pieces of property or wellfields
- 2 Centrifugal (impeller located above water level), submersible (pump set below water level), turbine (motor at ground surface that drives an impeller below water level), hydraulic dredge pump (typically used for mining), hydraulic dewatering pump (typically used for construction or mining), other (any pump that does not fall into one of the categories previously listed)
- 3 Ditch/canal, lake/pond (natural), lake/pond (artificial), river/creek, spring, mining/borrow pit
- 4 Active (currently in use), Inactive (does not have power, or the connection to the water supply system has been severed), or Proposed (include anticipated construction date)
- 5 Flow Meter, Totalizer, Time Clock, Hour Meter
- 6 Enter the date of the last flow meter calibration or "no meter" if a totalizing flow meter is not installed

**SUMMARY OF CONNECTION POINT FACILITIES (IF APPLICABLE)**

Connection points include locations where potable or non-potable water (including reclaimed water) purchased from a water supplier enters a project site.

Site Name <sup>1</sup>	Connection Point Name	Water Supplier Name <sup>2</sup>	Type of Water Source <sup>3</sup>	Status <sup>4</sup>	Type of Water Use Accounting Method <sup>5</sup>	Last Meter Calibration <sup>6</sup>	Type of Water Use (refer to Section III)

- 1 If project consists of separate or non-contiguous pieces of property or wellfields
- 2 Name of water supplier that provides water to the project through the connection point
- 3 Reclaimed water, potable water, surface water
- 4 Active (currently in use), Inactive (the connection to the water supply system has been severed), or Proposed (include anticipated construction date)
- 5 Flow Meter, Totalizer, Time Clock, Hour Meter
- 6 Enter the date of the last flow meter calibration or "no meter" if a totalizing flow meter is not installed

**SECTION V – EVALUATION OF RECLAIMED WATER FEASIBILITY**

When reclaimed water is readily available for non-potable uses, it must be used in place of higher quality sources unless the Applicant demonstrates that its use is economically, environmentally, or technologically infeasible. Is the project located in an area that may be served with reclaimed water by a reuse utility within the next five years?  Yes  No

If yes, please attach letter from utility including information regarding reclaimed water availability as outlined in Section 2.2.3 of the Applicant's Handbook.

**SECTION VI – SUMMARY OF REQUESTED WITHDRAWAL AMOUNTS**

Summarize the total requested water use, by source, from each supplemental form (Agricultural, Public Supply, Commercial/Industrial, etc.) in the table below. The requested amount for each use type should match the requested amounts on the supplemental application forms.

Water Use Type (Agriculture, Public Supply, Commercial/Industrial, etc.)	Requested Annual Average Amount (gallons per day)				Requested Maximum Monthly Amount (gallons)			
	Source 1 Name <sup>1</sup>	Source 2 Name	Source 3 Name	Total	Source 1 Name	Source 2 Name	Source 3 Name	Total
<b>TOTAL</b>								

<sup>1</sup> Provide the name of the water source. Example sources include the Floridan Aquifer, the surficial aquifer, Sand and Gravel Aquifer and surface water. Please also indicate any reclaimed water, recycled water, or purchased water amounts that will be used to meet water demands.

**SECTION VII – AQUIFER STORAGE AND RECOVERY *(complete if applicable)***

ASR Facility Name	Source of Stored Water <sup>1</sup>	Storage Aquifer Name	Recovery Water Destination	Projected Annual Average Withdrawal (gallons per day)	Projected Maximum Monthly Withdrawal (gallons)

<sup>1</sup> Aquifer Name, surface water body, water treatment plant name.

**SECTION VII – AQUIFER STORAGE AND RECOVERY - CONTINUED**

Please describe any projected increases or decreases (from historical average) in the amounts of water stored or recovered.

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**SECTION VIII – IMPACT EVALUATION**

The requested water use must not cause interference with existing legal uses, harm to natural resources or harm to existing off-site land uses. In order to demonstrate harm will not occur as a result of the requested water use, studies and/or impact evaluations may be required. Please refer to Applicant's Handbook for guidance regarding the impact evaluations and attach your analysis, if applicable.

**SECTION IX – APPLICANT CERTIFICATION**

I certify that to the best of my knowledge and belief, all of the information provided on this form and in any attachment to it is correct. I also certify that I have legal authority to execute this application for the applicant and certify that the applicant will have sufficient legal authority to undertake the activities described herein. I understand that for any material false statement in an application to continue, initiate, or modify a use, or for any material false statement in any report or statement of fact required of the permittee, may result in revocation, in whole or in part, of the permit (section 373.243(1), Florida Statutes). With advance notice, I agree to provide District staff with proper identification entry to the project site for the purpose of performing analyses of the site for determining whether the conditions for issuance will be met. Further, if a permit is granted, I agree that, with advance notice, District staff with proper identification shall have permission to enter, inspect, collect samples, take measurements, observe permitted facilities and collect any information deemed necessary to determine compliance with the approved plans, specifications and conditions of the permit.

(If applicable) I authorize \_\_\_\_\_ to act as my agent for permit application coordination.

\_\_\_\_\_  
APPLICANT'S NAME  
(print or type)

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AUTHORIZED AGENT'S NAME  
(print or type)

\_\_\_\_\_  
AUTHORIZED AGENT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
OWNER'S NAME  
(if other than Applicant)  
(print or type)

\_\_\_\_\_  
OWNER'S SIGNATURE

\_\_\_\_\_  
DATE

## SECTION X – APPLICANT CHECKLIST

**The following items must be included with the permit application submittal:**

- Proof of property control (deed, lease, etc.)
- Application fee (refer to online fee schedule or Applicant's Handbook)
- Location/site map
- Supplemental Form(s) and associated supporting information (i.e., maps, calculations)
- Water Conservation Plan (if applicable)