

**EXTENSION REQUEST FOR PERFECTION OF  
APPROPRIATION OF WATER, FILE NO(S). \_\_\_\_\_**

**\$100.00 filing fee per File No.  
Make check payable to the Kansas Department of Agriculture.**

**Please see the reverse side for instructions on how to complete this form.**

To: Chief Engineer  
Kansas Department of Agriculture  
Division of Water Resources  
1320 Research Park Drive  
Manhattan, Kansas 66502

It is requested that the time period allowed for the perfection (development) of Appropriation of Water, **File No(s).** \_\_\_\_\_ by the actual quantity of water physically and legally diverted and applied for beneficial use of water, be extended to **December 31, 20**\_\_\_\_\_.

1. Describe the progress that has been made to date in perfecting the appropriation.

2. Describe the reason(s) why the appropriation has not been perfected.

3. Specify and justify the requested number of years that will be needed to fully perfect the water right.

Number of Years: \_\_\_\_\_

Justification:

4. If for **irrigation use**, indicate the maximum number of acres of land to which water has been applied during any one calendar year of the perfection period: \_\_\_\_\_ **acres** or  **N/A**

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Business Name (if applicable)

<b>For Office Use Only: Code</b> <u>EX2</u> <b>Fee \$</b> _____ <b>TR #</b> _____ <b>Receipt Date</b> _____ <b>Check #</b> _____
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## Explanation and Instructions

- A.** Permit Condition No. 6 of the permit identifies the specific period of time the owner has to actually use water in order to develop (perfect) the water right. This period of time is called the "perfection period". The water right which is finally developed will depend on the extent of water use within the "perfection period" in accordance with the terms of the permit.
- B.** The extent of the water right will be based on actual use of water during the perfection period. An evaluation will be made to determine the peak year of use reported. If there are good reasons why you think a peak year of use has not occurred, you may ask for additional time in which to develop the water right. K.A.R. 5-3-7 requires that such a request be in writing and received by the Division of Water Resources **before** the time period expires. Please note the following items must be addressed in your request for an extension:
1. The progress that has been made to date in perfecting the appropriation.
  2. The reason why the appropriation has not been perfected.
  3. Specify the number of years that will be needed to fully perfect the water right and explain or justify the number of years requested.
  4. Irrigation Use Only: Provide the maximum number of acres of land to which water has been applied during any one calendar year.

### For non-municipal use:

- More than one year can be requested until a total of 10 years past the year the diversion works were completed.
- After 10 years, if extenuating circumstances exist as described by K.A.R. 5-8-7(b), extensions of time can only be requested in one-year increments.

### For municipal use:

- Can be extended in 5-year increments or less after the original 20-year time period to perfect.
- The total time cannot exceed a total of 40 years past the year the permit was approved.

- C.** Evaluate your water use carefully. One of the reasons you may wish to extend the perfection period is that a peak year of use has not yet occurred. If this water right is one of several water rights providing water to a common place of use, the total water provided to the place of use will be limited to the maximum applied by all of the water rights during any one year of the perfection period.
- D.** Pursuant to K.S.A. 82a-714(e) you are required to submit **\$100.00 for each file number** for which you request an extension of time to perfect. This filing fee shall be payable to the Kansas Department of Agriculture. To pay via credit card, please call 785-564-6638.
- E.** The individual submitting the extension request is not required to be an owner of the water right. If you wish to request more time to perfect your water right(s), you must complete this form and send it, with a \$100.00 filing fee, **before** your perfection period expires, to this address:

Kansas Department of Agriculture  
Division of Water Resources  
1320 Research Park Drive  
Manhattan, Kansas 66502

**For assistance, please call 785-564-6638 or contact your local field office.**