

**EXTENSION REQUEST FOR PERFECTION OF  
APPROPRIATION OF WATER FILE NO. \_\_\_\_\_**

Chief Engineer  
Division of Water Resources  
1320 Research Park Drive  
Manhattan, Kansas 66502

Dear Sir:

I am requesting that the time period allowed for the perfection (development) of Appropriation of Water, File No. \_\_\_\_\_ by the actual application or consumption of water, be extended to December 31, 20\_\_\_\_.

Additional time is requested for the following reasons: (Note: In order for your request to be given consideration, you must answer the four (4) items listed in paragraph 2 on the back of this page. If you need more space than the space provided below, please attach additional sheets.)

Sincerely,

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Please Type or Print Name

Phone No. \_\_\_\_\_

(Explanation and Instructions on reverse side)

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

1. 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.
2. The extent of the water right will be based on actual use of water as needed 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. Kansas Administrative Regulation 5-3-7 requires that such a request be in writing and received by the Division of Water Resources **before** the time period expires. This form is provided for your convenience. Please note the following 4 items must be included (addressed) with your request for an extension.
  - A. The progress that has been made to date in perfecting the appropriation.
  - B. The reason why the appropriation has not been perfected.
  - C. Specify the number of years that will be needed to fully perfect the water right, and explain or justify the number of years requested.
  - D. If the permit is for irrigation, provide the maximum number of acres of land to which water has been applied during any one calendar year.
3. **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 actually applied by all of the water rights during any one year of the perfection period. More than one year can be requested. The total time to perfect a non-municipal water right can not exceed a total of 10 years past the year the diversion works were completed. Municipal use can be extended in five-year increments or less after the original 20-year time period to perfect.
4. 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.
5. If you wish to request more time to perfect your water right, you must complete this form and send it, with a \$100.00 filing fee payable to the Kansas Department of Agriculture, **before** your perfection period expires, to this address:

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