Domestic Well Registration Form

This form is for registering groundwater wells used only for *domestic water use*. Domestic use is exempt from the requirements for an authorization or payment of fees and rentals. Registering creates a record of your well location and water use. Registration ensures your use is known when decisions are made on licence applications.

Domestic purpose is defined in Section 2 of the *Water Sustainability Act* as water used for the occupants of a private residence (e.g., not a multi-family apartment building, hotel, strata or cooperative building) for household uses. Household uses include: drinking water, food preparation, sanitation, fire prevention, water for animals kept for household use or as pets, or irrigation of a garden not exceeding 1000 m^2.

Please visit www.groundwater.gov.bc.ca if you are unsure whether your use is domestic, or to apply for a licence if your well is used for any other purpose.

You can only use this form if your well was dug or drilled **prior to** February 29, 2016.

If your well was dug or drilled **after** February 29, 2016, your well driller had to register your well.

- Please contact groundwater@gov.bc.ca if your driller did not give you the construction record (either through the online GWELLS database or a hard copy).
- If your well is not registered, you must register it using the Schedule 3 Well Construction form: https://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/water-wells/well_construction-alteration_form.pdf

Red lettering indicates information that must be provided for domestic well registration.

Owner Information

Well Owner Name: _____

Mailing Address: _____Town_____ Prov._____ Postal Code_____

Email Address: _____ Phone No.: _____

Well Location Information

Provide at least two of these property descriptors:

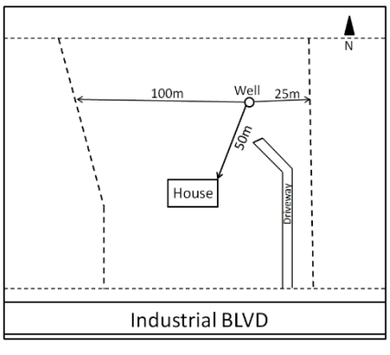
1) Address: _____Town_____

2) Legal description (available from the property tax assessment notice):

Lot: _____	Block: _____	Range: _____
Plan: _____	Section: _____	Land District: _____
District Lot: _____	Township: _____	

3) The parcel identifier number for the property PID: _____

Well Location Map



Well location map. Attach a sketch or diagram (e.g., property assessment drawing) or Google Earth/iMapBC image to show where the well is located on the property relative to the property boundaries, a road or any other structures on the land.

Example sketch

Description of well location on the property: _____

e.g., the well is located 25m from the eastern property line and 50m NE of house.

GPS Coordinates of the Well

You can find well coordinates using a GPS unit, a mobile app, or a mapping tool such as iMapBC or Google Earth.

Latitude (e.g., 49.20184°): _____ Longitude (e.g., 122.58376°): _____

OR

UTM Zone (NAD83): _____ UTM Easting: _____ UTM Northing: _____

Source of coordinates (*check one*): GPS ☐ Google Earth ☐ Other (please specify) [_____]

Well Information

If the well construction report is available, please attach it to this form. Attached ☐ Not Available ☐

If no well construction report is available, please complete the following:

Well Identification Plate Number (a steel plate attached to some wells): _____

Date well drilled (YYYY/MM/DD): _____

If the drilling date is unknown, enter the date you took possession of the property (YYYY/MM/DD): _____

Drilling Company: _____

Drilling method: Drilled ☐ Excavated or Dug ☐

Well depth (ft): _____ Well Diameter (inch): _____

Well cap (yes/no): _____ Well height above ground (inches): _____

Disclaimer

The information provided on this form, including personal information, will be added to the Provincial Groundwater Wells and Aquifers (GWELLS) application, accessible to the public at https://apps.nrs.gov.bc.ca/gwells/.

Information relating to the well and well owner submitted to the Deputy Comptroller in this form shall be considered part of the Provincial Government records and is collected by the minister responsible for the Ministry of Environment Act under *Section 26(c) of the Freedom of Information and Protection of Privacy Act*.

For more information on the *Water Sustainability Act* or Groundwater Protection Regulation, please visit http://gov.bc.ca/water.

To update your information, or if you have questions about the collection of your personal information, please contact the Groundwater Data Specialist at GroundWater@gov.bc.ca

Consent and Signature of Declaration

I have read and understand the above disclaimer and declare that the information provided on this form is true to the best of my knowledge and I consent that this information may be collected, stored, and disclosed for the purpose of groundwater data collection and groundwater resource management:

Signed: _____Date (YYYY/MM/DD): _____

Digital signatures are acceptable. To update your information, or to ask about collection of your personal information, please contact the Groundwater Data Specialist at GroundWater@gov.bc.ca.

Send Completed Forms To

Before Submitting:

- ❑ Ensure your well use is for domestic purposes only.
- ❑ Complete all required information.
- ❑ Attach a sketch or map showing well location on the property.
- ❑ Provide supporting documentation (e.g., well construction report) if available.
- ❑ Sign the well registration form.

Mailing Address:
Find your Regional Groundwater contact here:

Regional Groundwater contacts

Email:
GroundWater@gov.bc.ca