

**Honey Lake Valley
Resource Conservation District**

Water Rights Dispute/Complaint Form

It is the Policy of the Watermaster Board that every dispute results in the appropriate response consistent with the relative significance of each complaint to ensure the most efficient and effective use of available resources.

1. Have you attempted, to the best of your ability, to resolve this dispute/complaint with the Deputy Watermaster?

YES (please explain) _____

NO (please explain) _____

2. Have you contacted your Watermaster Advisory Committee (WAC) representative for assistance with resolving this dispute/complaint?

YES (please explain) _____

NO (please explain) _____

3. Have you previously submitted this complaint? If so, please indicate the date, the organization(s) or local government entity you contacted, including the HLV RCD and the outcome.

After taking the preceding steps you were unable to resolve your dispute/complaint, complete the second half of this form and return to the HLV RCD. Provide as much specific information as you can. Forms that are not filled out completely will be returned to the complainant.

Within five business days following the date a complete Water Rights Dispute/Complaint Form is received and reviewed, it will be: (1) Dismissed without further action and an explanation will be sent to the complainant via USPS return receipt, or (2) Forwarded to the WAC Board Chairperson to be considered by the WAC, at a public hearing, within ten business days from the date the complete Water Rights Dispute/Complaint Form was received. Refer to the HLV RCD **Susan River Watermaster Service Area Rules and Regulations** for more information about Water Right Disputes/Complaints.

Name: _____ Today's Date: _____

Address: _____

Phone Number: _____ E-mail: _____

Date dispute/complaint originated on: _____

Location dispute/complaint originated at: _____

4. Describe the action(s), omission, or decision that you are disputing/complaining about and by whom they were made (Deputy Watermaster, staff, another water user, etc.). _____

5. Provide the grounds or basis for this dispute/complaint. _____

6. Describe your suggested solution. _____

(Attach any supporting documents as needed)

Date Received: _____ Received By: _____ Action Taken: _____