



## **Notice of Intent to Appropriate Groundwater**

85-2-306, MCA

**Form No. 602I** (Effective 01/2026)

### **FILING FEE:**

\$400.00

### **WHEN TO USE THIS FORM:**

- Use this form to notify The Montana Department of Natural Resources and Conservation (DNRC) of your intent to use groundwater under the exception to the permitting process described in 85-2-306(3)(a)(iii) or (iv), MCA. Submit this form to the DNRC Water Resources Regional Office serving the county your project is located in. Refer to the final page of this form for Regional Office contact information.
- Authorization of this form is not a water right. If the water use described on this form qualifies for the permit exception, DNRC will authorize the Notice of Intent to Appropriate Groundwater (Notice of Intent). From the date of authorization, an appropriator has five years to complete water use in substantial accordance with the authorized Notice of Intent and submit a Notice of Completion of Groundwater Development (Form 602) to receive an official water right.
- Following authorization of a Notice of Intent, an appropriator may file for an extension using the Request for Extension for Authorized Notice of Intent to Appropriate Groundwater (Form 602E). DNRC may grant a maximum of five additional years from the original completion deadline for the appropriator to complete the water use and submit a Form 602.

### **TO USE THIS FORM, THE FOLLOWING MUST APPLY:**

- The proposed source must be groundwater.
- The total proposed volume diverted must not exceed 10 acre-feet (AF) per calendar year per project.
- The eventually completed flow rate must not exceed 35 gallons per minute (GPM).
- The filer of this form must have possessory interest (ownership) in the place of use at the time of filing.
- The proposed groundwater development must not be located within the boundaries of a Controlled Groundwater Area, unless otherwise instructed by DNRC.

### **ADDITIONAL INFORMATION:**

- Consider talking to a licensed well driller if the proposed diversion is a well. If the well already exists, filers should submit a well log, if available. Well logs are available from the Montana Bureau of Mines and Geology at: <https://mbmgwic.mtech.edu/home.asp>.
- DNRC will assign source aquifer(s) to your authorized Notice of Intent based on the location of your proposed point of diversion.
- Parcel information may be required for processing this form.
  - Certificates of Survey (COS) for your parcel can be located at your local County Clerk & Recorder's Office.
  - Legal land descriptions and geocodes of existing parcels can be found in county records, tax statements and online the using Montana Cadastral website ([svc.mt.gov/msl/mtcadastral](http://svc.mt.gov/msl/mtcadastral)).
- All of the required information and appropriate fee must be submitted for your application to be considered correct and complete as required under 85-2-306, MCA.



### Notice of Intent to Appropriate Groundwater

85-2-306, MCA

Form No. 602I (01/2026)

For Department Use Only

Application # \_\_\_\_\_ Basin \_\_\_\_\_  
 Received By \_\_\_\_\_ Date /Time \_\_\_\_\_  
 Fee Received \$ \_\_\_\_\_ Check # \_\_\_\_\_  
 Deposit Receipt # \_\_\_\_\_  
 Payor \_\_\_\_\_  
 Refund \$ \_\_\_\_\_ Date \_\_\_\_\_

**1. Filer information:** Include any legal co-owners of property per recorded deed. If owned by a Trust, LLC, etc., please specify.

Name(s) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

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

*Note: If there are additional owners, complete and attach page 1 of the Additional Information Addendum.*

**2. Flow rate requirements:** Is the proposed groundwater development designed to divert a flow rate of 35 gallons per minute or less? **If no**, this form cannot be filed *because the proposed water use does not qualify for the permit exception. As described under 85-2-306(3)(a)(iii), MCA, the flow rate must be 35 gallons per minute or less.*

Yes  No

**3. Proposed means of diversion:** Mark one means of diversion. *If the means of diversion is an existing well, attach the well log, if available.*

Well

Proposed Well

Existing Well (Attach well log or well inspection report, if available)

Developed Spring

Groundwater Pit/Pond



**4. Proposed point of diversion:** Location of the proposed groundwater development.

Physical Address, if available (include city/state/ZIP code):

\_\_\_\_\_

\_\_\_\_ 1/4 \_\_\_\_ 1/4 \_\_\_\_ 1/4 of Section \_\_\_\_ Township \_\_\_\_  N  S Range \_\_\_\_  E  W

Gov't Lot # \_\_\_\_ County \_\_\_\_\_ Tract # \_\_\_\_ COS # \_\_\_\_\_

Subdivision Name \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

**5. Proposed place of use:** Location of the proposed water use. *For additional places of use, complete and attach page 3 of the Additional Information Addendum.*

List the geocode(s) of the proposed place of use:

\_\_\_\_\_

Is the proposed place of use in the same legal land description as the proposed point of diversion?

Yes  No **If no**, enter the legal land description of the proposed place of use below.

Physical Address, if available (include city/state/ZIP code):

\_\_\_\_\_

\_\_\_\_ 1/4 \_\_\_\_ 1/4 \_\_\_\_ 1/4 of Section \_\_\_\_ Township \_\_\_\_  N  S Range \_\_\_\_  E  W

Gov't Lot # \_\_\_\_ County \_\_\_\_\_ Tract # \_\_\_\_ COS # \_\_\_\_\_

Subdivision Name \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Acres (if applicable) \_\_\_\_\_

**6. Proposed purpose and period of use:** Mark the proposed purpose(s) and period of use for each purpose. *Unless otherwise specified on this form, DNRC will apply the water use standards as described in ARM 36.12.115 to assign the authorized volume(s).*

**Domestic**

Total Number of Households: \_\_\_\_\_

Year-round Use:  Yes  No **If no**, describe in the table below.

Are you applying DNRC volume standard?  Yes  No **If no**, describe use rate and attach information to support deviation from the standard:

\_\_\_\_\_

For each household, list the number of bedrooms and period of use in the table below. *For additional households, complete and attach page 2 of the Additional Information Addendum.*

Household	# of Bedrooms	Period of Use	Household	# of Bedrooms	Period of Use
1			4		
2			5		
3			6		



**Lawn and garden** (do not include land covered by driveways, buildings, or other improvements)

Size of **all** lawn/garden areas: \_\_\_\_\_ Acres -OR- \_\_\_\_\_ Length (ft.) x \_\_\_\_\_ Width (ft.)

April 1 – October 31:  Yes  No **If no**, from: \_\_\_\_\_ to \_\_\_\_\_, inclusive of each year.

Are you applying DNRC volume standard?  Yes  No **If no**, describe use rate and attach information to support deviation from the standard:

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**Irrigation**

Type of Crop: \_\_\_\_\_ Total Irrigated Acres: \_\_\_\_\_

Are you applying DNRC period of use standard based on climatic area, as defined in ARM 36.12.112?

Yes  No **If no**, describe period of use and attach information to support deviation from the standard: \_\_\_\_\_

Are you applying DNRC volume standard?  Yes  No **If no**, describe use rate *and attach information to support deviation from the standard*:

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**Livestock** (do not include household pets such as dogs and cats)

Number and Type (e.g., 100 cows and 1 horse):

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Year-round Use:  Yes  No **If no**, from: \_\_\_\_\_ to \_\_\_\_\_, inclusive of each year.

Number of stock tanks supplied: \_\_\_\_\_

**Other** (e.g., commercial, industrial, mining, etc.)

Describe purpose of use: \_\_\_\_\_

Gallons Per Day: \_\_\_\_\_ (See [DNRC Water Calculation Guide](#) for common use rates.)

Year-round Use:  Yes  No **If no**, from: \_\_\_\_\_ to \_\_\_\_\_, inclusive of each year.

**7. Proposed water storage:** Do you propose to store water as part of your groundwater appropriation? Water storage includes reservoirs, pits, pit-dams, or ponds with a **capacity of 0.1 acre-feet (32,585.1 gallons) or more** (ARM 36.12.113). **If yes**, complete *and attach a Place of Storage Addendum*.

Yes, Place of Storage Addendum attached  No

**8. Existing groundwater developments:** Are there wells, developed springs, or groundwater pits/ponds on your property? **If yes**, please explain the water use, including location, water use purposes and water right numbers, if available. *Submit a map labeled of your property indicating the following information for each diversion: location, distance apart, and water right number, if available. Maps should be labeled Attachment #8 and include north arrow, section, township, and range.*

Yes, map(s) attached  No

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**9. Shared groundwater development:** Is the groundwater development for the proposed appropriation used by someone else or for another water right? **If yes**, please explain how the water is used, how the groundwater development is shared, and the DNRC water right number(s) of the other water uses, if available. *If more space is necessary, provide explanation on a separate sheet and label as Attachment #9.*

**Note:** Upon filing the Notice of Completion of Groundwater Development, the filer will need to have exclusive property rights in the groundwater development works and possessory interest or notice to the person with possessory interest of the point of diversion. 85-2-306(1)(b) and (c), MCA.

Yes  No

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**10. Parcel Information:** Is the proposed place of use and/or point of diversion located on a parcel that was subdivided on or after October 17, 2014? **If yes**, attach all Certificates of Survey or final plats dating back to October 17, 2014 and label as Attachment #10.

Yes, document(s) attached  No

**11. Proposed subdivision:** Is the proposed place of use and/or point of diversion located on a parcel that is planned for subdivision? **If yes**, submit the proposed subdivision map(s) and indicate which proposed parcel(s) are associated with this filing. Maps should be labeled Attachment #11 and include location of the proposed point of diversion and place(s) of use, north arrow, section, township, and range.

Yes, map(s) attached  No

**12. Possessory Interest:** Affirm one of the following statements:

a.  I own the property where the water will be put to beneficial use; or,

b.  I have possessory interest in the place of use as evidenced by the attached document(s).

**Note:** If affirming statement 12.b., provide evidence of possessory interest in the property where the water is to be put to beneficial use in an attachment. Label evidence as Attachment #12.



**Signatures: All filers listed in question 1 must sign or the form will be rejected.**

**Note:** For additional signature lines, complete and attach page 4 of the Additional Information Addendum. If signing on behalf of another entity, note your title or legal authority to do so on the line provided.

I DECLARE UNDER PENALTY OF PERJURY AND UNDER THE LAWS OF THE STATE OF MONTANA THAT THE FOREGOING IS TRUE AND CORRECT.

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

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

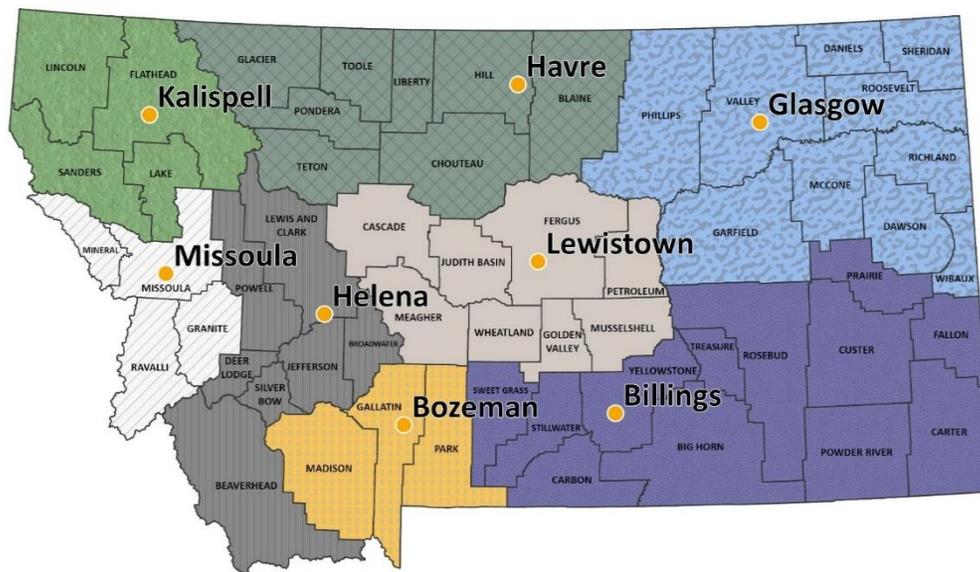
Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_



# WATER RESOURCES REGIONAL OFFICES



- **BILLINGS**

Airport Industrial Park, 1371 Rimtop Drive  
Billings, MT 59105-9702  
PHONE 406-247-4415 FAX 406-247-4416  
EMAIL [DNRCBillingsWater@mt.gov](mailto:DNRCBillingsWater@mt.gov)

Big Horn, Carbon, Carter, Custer, Fallon, Powder River, Prairie, Rosebud, Stillwater, Sweet Grass, Treasure, and Yellowstone Counties

- **BOZEMAN**

2273 Boot Hill Court, Suite 110  
Bozeman, MT 59715-7249  
PHONE 406-586-3136 FAX 406-587-9726  
EMAIL [DNRCBozemanWater@mt.gov](mailto:DNRCBozemanWater@mt.gov)

Gallatin, Madison, and Park Counties

- **GLASGOW**

222 6th Street South, P.O. Box 1269  
Glasgow, MT 59230-1269  
PHONE 406-228-2561  
EMAIL [DNRCGlasgowWater@mt.gov](mailto:DNRCGlasgowWater@mt.gov)

Daniels, Dawson, Garfield, McCone, Phillips, Richland, Roosevelt, Sheridan, Valley, and Wibaux Counties

- **HAVRE**

210 6th Avenue, P.O. Box 1828  
Havre, MT 59501-1828  
PHONE 406-265-5516  
EMAIL [DNRCHavreWater@mt.gov](mailto:DNRCHavreWater@mt.gov)

Blaine, Chouteau, Glacier, Hill, Liberty, Pondera, Teton, and Toole Counties

- **HELENA**

1424 9th Avenue, P.O. Box 201601,  
Helena, MT 59620-1601  
PHONE 406-444-6999 FAX 406-444-9317  
EMAIL [DNRCHelenaWater@mt.gov](mailto:DNRCHelenaWater@mt.gov)

Beaverhead, Broadwater, Deer Lodge, Jefferson, Lewis and Clark, Powell, and Silver Bow Counties

- **KALISPELL**

655 Timberwolf Parkway, Suite 4  
Kalispell, MT 59901-1215  
PHONE 406-752-2288  
EMAIL [DNRCKalispellWater@mt.gov](mailto:DNRCKalispellWater@mt.gov)

Flathead, Lake, Lincoln, and Sanders Counties

- **LEWISTOWN**

613 Northeast Main Street, Suite E  
Lewistown, MT 59457-2020  
PHONE 406-538-7459  
EMAIL [DNRCLeWistownWater@mt.gov](mailto:DNRCLeWistownWater@mt.gov)

Cascade, Fergus, Golden Valley, Judith Basin, Meagher, Musselshell, Petroleum, and Wheatland Counties

- **MISSOULA**

2705 Spurgin Road Building C, P.O. Box 5004  
Missoula, MT 59806-5004  
PHONE 406-721-4284 FAX 406-542-5899  
EMAIL [DNRCMissoulaWater@mt.gov](mailto:DNRCMissoulaWater@mt.gov)

Granite, Mineral, Missoula, and Ravalli Counties