



The Montana Department of  
**Natural Resources  
& Conservation**

## Reinstatement Request

85-2-312(4), MCA

Form No. 637 (Revised 10/2025)

### FILING FEE:

\$1,000.00

### WHEN TO USE THIS FORM:

- Use this form to request reinstatement of an expired (provisional) permit or change authorization.
- This form can only be used if the permit or change authorization is expired because neither a Project Completion Notice (Form 617/Form 618) nor a Request for Extension of Time (Form 607) was filed by the authorization's project completion notice deadline.

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

- This form must be submitted within two years of the expiration date.
- Complete one form per permit or change authorization.

For Department Use Only

Permit / Change Authorization No. \_\_\_\_\_

Received By \_\_\_\_\_

Fee Received \$ \_\_\_\_\_ Check #. \_\_\_\_\_

Deposit Receipt # \_\_\_\_\_

Payor \_\_\_\_\_

Refund \$ \_\_\_\_\_ Date \_\_\_\_\_

#### 1. Water right owner(s) information:

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

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

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

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

☐ Check if name or address is different than what is listed on the water right.

2. Permit or Change Authorization No. \_\_\_\_\_

#### 3. Why is this request being made?

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4. If the project has been completed, submit a completed Project Completion Notice for Permitted Water Development (Form 617) or a Project Completion Notice for Change of a Water Right (Form 618) with all required documentation. Additionally, submit supporting documentation showing conclusively that the project was completed by the authorization's project completion deadline. This documentation can include (but is not limited to):

- |  |  |
|--|--|
| <input type="checkbox"/> Invoices from purchases for the project | <input type="checkbox"/> Dated map/aerial photo showing completion |
| <input type="checkbox"/> Power bills for project operation       | <input type="checkbox"/> Dated photographs                         |
| <input type="checkbox"/> Rental equipment receipts               | <input type="checkbox"/> Notarized affidavit                       |

5. If the project has not been completed, attach an Application for Extension of Time (Form 607) to this form and complete the section below.

Describe the circumstances that led to the failure to file for the extension by the authorization's project completion notice deadline. This information must provide by clear and convincing evidence that the failure to comply with the authorized time limit was the result of excusable neglect.

A timely extension request was not filed for the following reasons:

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**Signature(s):**

I (WE) 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 \_\_\_\_\_

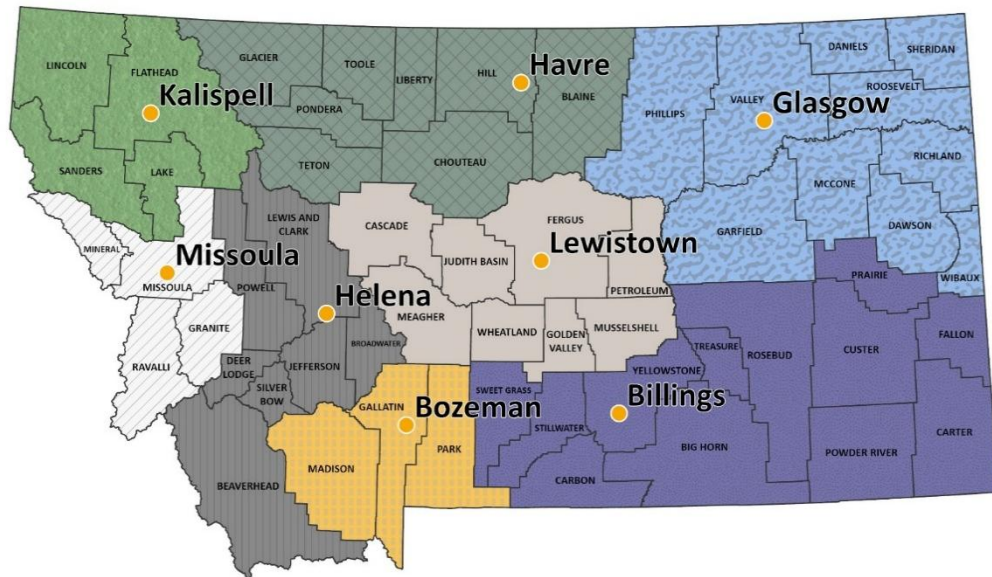
Signature \_\_\_\_\_

Date \_\_\_\_\_

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



# 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