

## ACEQUIA DE LAS JOYAS BYLAWS

**Preamble:** Water is the lifeblood of our communities. The parciantes of Acequia de Las Joyas believe that water should be protected as a community resource so that future generations can grow food and can have a healthy and secure source of water for needs within the community. We seek to promote agriculture by preventing the severance of water rights from irrigated land. If changes in historic uses of water become necessary, those decisions should be made through a cultural and spiritual connection to our community and through our own process of self-governance so that those decisions can be made for the common good. We honor the ancient customs and traditions embodied in our acequia and seek to govern our acequia to continue the connection between our land, water, and culture in perpetuity.

### Article 1. Purpose and Membership

#### Section 1: Purpose

The purpose of Acequia de Las Joyas is to:

- a. promote the agricultural uses of water on the lands served by the acequia
- b. promote the efficient and beneficial use of water
- c. sustain customs and traditions of providing water to parciantes in a manner that is fair and equitable
- d. protect and defend the rights and interests of the acequia and the parciantes
- e. maintain the infrastructure and easements of the acequia

#### Section 2: Compliance with New Mexico Law

The management and operation of Acequia de Las Joyas, a political subdivision of the State of New Mexico, shall be in compliance with the laws of the State of New Mexico and the customs of the acequia.

#### Section 3: Description

The description of Acequia de Las Joyas is as follows: A dirt and concrete-lined acequia that flows in a general southeast to northwest direction for a total distance of about three (3) miles. The acequia begins at the Pojoaque Creek, crosses NM 503 and US 285, and ends on the west side of US 285. The acequia is thought to have been established in the 1600s, with written records, in the form of property deeds, traced to 1733. The acequia is presently a community resource used by 78 parciantes to irrigate about 200-acres of cultivated land. The farms served by the acequia average 2.5-acres and include alfalfa fields, livestock pastures, small vegetable gardens, orchards, and one vineyard. Water conveying devices and structures that make up the Acequia de Las Joyas include: the Acequia Madre, laterals, a diversion dam, a sand-trap, flumes, headgates, water measuring stations, cleanout channels, and culverts.

#### Section 4: Membership ó Parciantes

The members or parciantes of Acequia de Las Joyas are those persons who own water rights from the acequia.

### Article 2. Officers

#### Section 1: Types of Officers

The Officers of Acequia de Las Joyas shall consist of four Commissioners and one Mayordomo, each of whom shall be a parciante of the acequia, as defined in Article 1.

#### Section 2: Duties of Officers

The Officers of the Acequia de Las Joyas shall be responsible to direct the activities of the acequia, including assignment and execution of the functions listed below:

- a. Upper, Middle, and Lower Acequia Section Coordinators: Section Coordinators shall manage and act as points-of-contact on individual sections of the acequia. Section Coordinator responsibilities include:
  1. Coordinating the scheduling of water, resolving conflict, overseeing maintenance and repair activities, and helping gather and keep records up-to-date on individual sections.

- b. Chairman: The Chairman shall call and preside at all acequia meetings. In the event the Chairman is unable to preside at a meeting, he or she will appoint one of the other Officers to preside over the meeting.
- c. Secretary: The Secretary shall keep complete and accurate records, record meeting minutes, read meeting minutes, and assist the other Officers in running the business affairs of the acequia.
- d. Treasurer: The Treasurer shall manage the finances of the acequia. Treasurer responsibilities include:
  - 1. Sending notices to parciantes for billing and collection of assessments and fines.
  - 2. Maintaining accurate records for each parciante including assessments due, hours worked, and fines due.
  - 3. Making payments for labor, materials, and acequia expenses as necessary.
  - 4. Preparing an annual financial report to be presented to the Membership.
- e. Mayordomo: The Mayordomo shall work together with and guide the Commissioners to oversee the overall operation and maintenance of the acequia. Mayordomo responsibilities include:
  - 1. Coordinating and supervising all work on the acequia including the annual Spring-cleaning, day-to-day maintenance, and emergency repairs.
  - 2. Distributing water to parciantes in a manner that is equitable and consistent with the customs of the acequia.
  - 3. Collecting delinquencies from parciantes as reported by the Treasurer.
  - 4. Supervising the acequia to ensure that water is not taken illegally. Illegal methods of taking water include: taking unscheduled water or taking water without authorization, taking water when irrigation privileges have been revoked due to non-payment of dues or non-conformance with acequia rules, and taking of water by non-members of the acequia. The Mayordomo has full authority to shut and/or secure gates to ensure that water is not taken illegally.

#### Section 3: Vacancy of Mayordomo

In the event of a vacancy in the office of Mayordomo, the Commissioners shall appoint a Mayordomo to hold office for the remainder of the term or until his successor is elected at a meeting of the Membership.

#### Section 4: Vacancy of Commissioners

In the event of a vacancy in the office of Commissioner, the remaining Commissioners shall appoint a Commissioner to hold office for the remainder of the term or until his successor is elected at a meeting of the Membership. If there are two Commissioner vacancies, the remaining Commissioners shall convene a special meeting of the Membership to fill the vacancies for the remainder of the term of office.

#### Section 5: Compensation of Officers

Compensation of the Mayordomo may be determined by a majority vote at a duly called meeting.

### **Article 3. Meetings**

#### Section 1: Annual Membership Meeting

The annual Membership Meeting shall be held at least every odd numbered year on the first Monday of December or as soon as practicable thereafter.

#### Section 2: Notice of Annual Membership Meetings

Notice shall be provided to each parciante by mail to the addresses as recorded in the records of the acequia and posted in a public place at least ten days in advance of the meeting. Notice of the meeting shall include the agenda or information about where to obtain a copy of the agenda.

#### Section 3: Purpose of Annual Membership Meetings

At each annual meeting, the Secretary shall present the minutes from the previous annual meeting, the Mayordomo shall report on the management and operations of the acequia, and the Treasurer shall provide a financial report.

Section 4: Location of Annual Membership Meeting

The annual meeting of the Membership shall be held in the county and watershed in which the acequia is located.

Section 5: Quorum of Membership

A quorum for conducting any business at a duly called meeting of the Membership shall be 10% of the Membership, except as otherwise provided in the bylaws. A quorum, once established for that particular meeting, shall remain in effect to transact all business set on the agenda even though parcientes may voluntarily leave the meeting.

Section 6: Special Membership Meetings

Special meetings of the Membership may be called by the Officers or upon written petition to the Commission Chairman signed by 10% of the parcientes. Notice and location for special meetings of the Membership shall be the same as for annual meetings.

Section 7: Special Officer Meetings

Special meetings of the Officers may be called. Notice for special meetings of the Officers shall be posted in a public place in the county and watershed in which the acequia is located at least three days in advance of the meeting.

Section 8: Emergency Officer Meetings

Emergency meetings of the Officers may be called without further requirements. Emergencies are defined as events that require immediate remedial action to prevent injury, damage, or monetary loss.

Section 9: Quorum of Officers

A quorum for conducting any business at a duly called special or emergency meeting of the Officers shall be three Officers.

Section 10: Conduct of Meetings

Robert's Rules of Order shall govern the proceedings of the acequia except where otherwise provided in the bylaws.

**Article 4. Elections and Voting**Section 1: Election of Officers

The Commissioners and Mayordomo shall be elected at the Annual Meeting by a vote of the Membership. The elections shall be conducted by the outgoing Officers.

Section 2: Voting Rights of Parcientes

Only those parcientes who are not delinquent in the payment of their assessments nor who have defaulted on their work assignments will be in good standing and shall be allowed to vote. Each parciente shall have one vote.

Section 3: Nomination of Officers

Nomination of Officers may be made by any parciente. The four Commissioners shall be elected at-large. At the end of the Annual Meeting in which the election is taking place, the four Commissioners shall select, from among themselves, Section Coordinators, a Chairman; a Secretary; and a Treasurer. Individual Officers may assume combined duties.

Section 4: Terms of Office

The elected Officers shall assume their office not later than the first Monday following the month they are elected. The term of office for the Mayordomo and Commissioners is at least one year.

**Article 5. Management and Operations**Section 1: Allocation Between Neighboring Acequias

As practiced traditionally, during times of emergency and/or drought, the Officers will represent the acequia for the purpose of cooperating with the other acequias in the Nambe and Pojoaque Valley which draw water from the Rio Nambe and Pojoaque Creek in order to determine the most effective and equitable manner of allocating water in all of the acequias.

Section 2: Spring Acequia Cleaning

A community cleaning of the Acequia Madre, involving all parciantes, will take place during the Spring, before the irrigation season, on a date determined by the Officers.

Section 3: Allocation of Water

The available water in the acequia shall be distributed as nearly as practicable in proportion to the lands with water rights owned by each parciante of the acequia. The Mayordomo shall be in charge of the distribution of the water to the parciantes based on the general schedule established by the Officers. The schedule may be adjusted depending on the availability of water by the Mayordomo in consultation with the Commissioners.

Section 4: Parciante Assessments

The amount to be assessed per acre shall be determined by a vote of the Membership after being presented the recommendation of the Officers, and that amount will remain as the annual assessment until changed by a vote of the Membership.

**Article 6. Rights and Obligations of Parciantes**

Section 1: Maintenance of Headgates

All parciantes shall maintain their individual headgates in good condition and keep their acequia sections free of trash and other obstructions. Repairs and construction of headgates and other works should be completed before the start of the irrigation season.

Section 2: Assessments

All parciantes shall pay assessments as required by the Officers. All monies assessed by the Acequia de Las Joyas are due upon receipt of the Treasurer's statement. These assessments become delinquent thirty (30) days following the date of receipt of the billing.

Section 3: Participation in Acequia Cleaning and Maintenance

All parciantes shall participate in the annual Spring cleanings and other maintenance activities as required by the Mayordomo. Failure to participate or send workers may result in an increased or additional assessment.

Section 4: Compliance with Bylaws

All parciantes shall abide by Acequia Bylaws and Rules, and shall comply with decisions adopted by the Officers for the common good.

Section 5: Public Inspection of Acequia Records

All records of proceedings including meeting minutes and financial records shall remain public property and shall be subject to inspection by any concerned person.

Section 6: Copy of Bylaws

Each parciante shall be provided with a copy of the current by-laws of the acequia and amendments thereafter adopted.

Section 7: Parciante Information in Acequia Records

Each parciante shall keep current on the records of the Commission of the acequia the name(s) of the owner(s) of the property, the owner's mailing address and the telephone number, and the exact amount of irrigated acreage or water rights claimed by the parciante.

**Article 7. Easements**

Section 1: Definition of Easement

Each parciante recognizes that the acequia possesses a historical permanent easement for purposes of maintenance, operations, and improvements. No parciante may build within the easement or otherwise obstruct or limit access to this easement. The easement is defined as 12 feet from each inner bank to each respective side of the acequia.

Section 2: Use of Easement

Each parciante agrees that it must be possible to walk the full length of the acequia along its banks. Therefore, if a fence or other obstruction crosses the acequia, there must be a gate or safe crossover.

Section 3: Access to Easement

Acequia de Las Joyas has the right to use the historic and customary points of access to the acequia across parciantes' property and other such points of access as may be necessary to afford convenient access to the acequia for maintenance, operations, and improvements.

Section 4: Changes to Acequia

Any material changes to the acequia, including any crossings, shall be approved in advance by the Officers.

**Article 8. Enforcement**Section 1: Delinquencies

The Mayordomo has the authority to suspend the right to use the acequia and the water therein of a parciante who is delinquent in the payment of his or her assessment or fails to perform required work. This shall remain in effect until the assessments and fines are paid. The Mayordomo has the authority to collect delinquent assessments through appropriate legal action. Officers of the acequia may file a civil action for the collection of any assessment, fine or penalty, which, after due notice to the parciante, the parciante has failed to pay.

Section 2: Illegal Use of Water or Acequia Interference

Any person who interferes with the acequia in any manner or who takes water without permission of the Mayordomo or Commission shall be guilty of a misdemeanor and may be prosecuted in accordance with the laws of New Mexico.

Section 3: Violation of Easement Rights

Any person who interferes with the acequia easement or access to the easement shall be guilty of a misdemeanor and may be prosecuted in accordance with the laws of New Mexico.

**Article 9. Water Transfers**Section 1: General

1. The parciantes of Acequia de Las Joyas declare that a transfer of a water right out of the area served by the acequia, or a transfer of a water right into the area served by the acequia, may be detrimental to both the acequia and its parciantes. Therefore, any such proposed transfer by any person or entity must be formally approved by the Officers, using the procedure in this Article, prior to application for the transfer to the Office of the State Engineer. As used in this Article, "transfer" means a change in point of diversion, and/or place of use and/or purpose of use of a water right, including temporary transfers and water use leases.
2. Without formal consent of the Officers to such a transfer, any attempt to obtain approval of the transfer from the State Engineer, or any other effort to implement the transfer, is unlawful and void.
3. This Article is adopted under Section 73-2-21(E) NMSA 1978 (or under Section 73-3-4.1 NMSA 1978 - depending on the county).

Section 2: Approval Procedure

1. A request for approval of a transfer of a water right out of the area served by the acequia or a transfer of a water right into the area served by the acequia must be made by the owner of the water right in writing, delivered by certified mail to each Officer. It must be on a written form prepared by the Officers requiring any information about the proposed transfer.
2. Within 90 days of receipt of the written request, the Officers will hold a public meeting to allow parciantes who support or oppose the request to be heard or submit additional information.

*Notice of the meeting will be given in the same manner required for the acequia's annual meeting. In addition, notice will be given 1) by mail to the applicant at the address on the request form, and 2) by posting a notice of the request and meeting date, at least 10 days before the meeting, at a prominent public place near the site of the proposed change.*

The conduct of the meeting, such as its location, length, and other matters will be decided by the Officers. The Officers will accept and consider any documents, written or oral statements, or arguments offered by the applicant or any acequia parciante, as well as any information from individuals who may be presented by the applicant or any acequia parciante. The applicant or any acequia parciante may have an attorney or other representative present his or her information to the Officers in his or her place. The applicant or any acequia parciante, or their representative, may respond to evidence or arguments offered at the meeting, directing such response to the Officers. The rules of civil procedure and the rules of evidence shall not apply to the meeting.

The Officers may ask any questions they believe may help in their decision. The Officers are not required, prior to recessing the meeting, to make any decisions or answer any questions on issues raised, before the final decision is announced publicly. The Officers may be represented by an attorney or other representative, and may be assisted in the conduct of the meeting by other such persons as they may designate. Except as otherwise provided in this section, only the applicant, other acequia parciantes, and the Officers may speak at the meeting.

3. The request may be denied, in whole or in part, if the Officers find it would be detrimental to the acequia or its parciantes. The burden is on the applicant to prove that the proposed transfer will not have a detrimental impact. The Officers will base their decision on the presentations, documents and arguments made at the meeting; provided that the Officers may take notice of facts and circumstances generally known with respect to the acequia and its operation. Approval requires a unanimous vote of the Officers.
4. Following the presentation of the evidence or arguments at the meeting, the Officers will recess for a period of no longer than 30 days. Within 30 days of the recessed meeting, the Officers will reconvene at the date, time, and location announced prior to recessing. At the reconvened meeting, the Officers will approve or deny the request, in whole or in part, and render their decision in writing explaining the reasons for their decision. This will constitute a decision of the acequia in compliance with the 120-day deadline set forth in Section 72-5-24.1 (D) NMSA 1978.

### Section 3: Appeal to Court

If the applicant or a parciante of the acequia is aggrieved by the Officers decision, he or she may appeal to the District Court under the provisions of Section 73-2-21(E) NMSA 1978 (or under Section 73-3-4.1 NMSA 1978 - depending on the county). The appeal must be filed within 30 days of the Officers written decision.

### Section 4: Arbitration

1. Instead of an appeal to court, the applicant or a parciante of the acequia aggrieved by the Officers decision may submit the Officers decision to binding arbitration. The request must be in writing, sent to each Officer by certified mail within 30 days of the Officers decision on reconsideration. The Officers must agree to the request for the arbitration to proceed. The Officers must notify the person requesting arbitration whether they agree to the request within 20 days of receipt of the request.
2. The arbitrator must be a person experienced in acequia organization, governance and procedure and must be mutually agreed upon by the Officers and the aggrieved party. If agreement cannot be reached, the arbitration will not proceed.
3. The issue presented to the arbitrator will be solely whether the Officers decision was fraudulent, arbitrary, capricious, or otherwise not in accordance with law. The arbitration will be conducted in a manner directed by the arbitrator, and must include a) the right of any party to be represented by an attorney, b) the right to present testimony or other evidence, c) the right to cross-examine witnesses and d) the opportunity to present written briefs or summaries at the end of the hearing. No formal record need be made and the formal rules of civil procedure and evidence will not apply. All fees will be paid by the person or persons requesting arbitration. The arbitrator must provide a written explanation of the reasons for the decision. The result of the arbitration shall be final and binding.

## **Article 10. Water Banking**

Acequia de Las Joyas hereby forms a Water Bank to promote conservation and beneficial use of acequia water rights. The acequia has adopted the following procedures to manage the operation of the Water Bank. The Officers will apply Water Banking practices in the best interest of the acequia and its parciantes. These procedures have been adopted under the acequia's powers as a political subdivision of the State of New Mexico, and under Section 73-2-55.1 NMSA 1978 (2003). Nothing in the formation of the Water Bank or its operation will affect the traditional and recognized lawful authority of the acequia's Officers. Issues of daily water use, periodic allocation, water issues between parciantes, and all other matters normally managed by the acequia's Officers will continue without change. Use of the Water Bank will not affect existing vested water rights, priority dates, or any existing lawful use of water by parciantes. No action of the Water Bank will be considered an adjudication of any person's water rights.

### Section 1: Purpose

The purpose of the Water Bank is to promote conservation and beneficial use of acequia water through a locally managed system of temporarily reallocating water for beneficial use within the area served by the acequia. The Water Bank will allow water right owners who are temporarily not using some or all of their water rights to benefit by protecting those rights from loss for non-use.

### Section 2: Protection from Loss for Non-Use

As provided in Section 73-2-55.1 NMSA (2003), water rights deposited in the Water Bank are not subject to loss for non-use during the time they are placed in the bank.

### Section 3: Definitions

- a. Water Bank: The system used by the acequia by which water rights are deposited and reallocated for beneficial use.
- b. Reallocation Fund: The amount of water rights on deposit in the Water Bank.
- c. Water Bank Ledger: The written records of all Water Bank deposits and any other information determined appropriate by the acequia's Officers.
- d. Person: An individual, corporation, partnership, unincorporated association, political subdivision, or any other recognized legal entity.

### Section 4: Water Bank Procedures

- a. Water Rights in the Reallocation Fund  
The Water Bank Ledger will identify water rights in the Reallocation Fund by Map and Tract Number of the most recent Hydrographic Survey or, in the absence of that, by whatever system is traditionally used by the acequia for the identification of water rights.
- b. Use of the Reallocation Fund  
The Reallocation Fund will be used to hold and distribute water rights for temporary reallocation to parciantes, without change of purpose of use or point of diversion, to augment shortfalls of available water in the acequia. The fund may also be used in any other lawful manner which, in the judgment of the Officers, will benefit the acequia.
- c. Water Bank Record Keeping  
The Water Bank Ledger will contain current written records of all Water Bank deposits or other information required by the Officers.
- d. Depositing Water Rights  
Any person owning a water right on the acequia may submit a water right deposit to the Water Bank. A deposit is made by completing a deposit form prepared by the acequia, and giving the form to the Water Bank's designated record keeper. The record keeper may require proof of ownership and extent of the water right being deposited. The record keeper will use the Map and Tract Number of the most recent Hydrographic Survey or, in the absence

of that, the acequia's traditional identification system to correctly identify the right being deposited. The deposit shall become effective upon signing of the deposit form by an Officer of the acequia. A deposit will be for one year, renewable annually. At the end of the deposit period, the acequia shall notify each depositor by written notice or otherwise that the depositor must contact the acequia if the depositor desires to withdraw his or her water right from the Water Bank, and that if the depositor does not contact the acequia to withdraw the water right from the Water Bank, the deposit will be deemed to be renewed for another year. Non-response by the depositor to the notice will be deemed to be consent to renewal of the deposit for another year, if the depositor does not otherwise communicate his or her intentions to the acequia.

- e. Water Right Reallocation  
Temporary reallocation of water rights from the bank shall be done by the Mayordomo. The Mayordomo will apply traditional, accepted methods of managing the reallocation.

Section 5: Acequia Dues and Fees

A water right owner who has deposited water rights in the Water Bank will continue to be responsible for payment of acequia dues and fees.

**Article 11. Bylaw Amendments, Applicability of State Law, and Severability**

Section 1: Amendments to Bylaws

These bylaws may be enacted, amended, or modified by a simple majority vote of the parciantes present at any duly called meeting of the Membership.

Section 2: Applicability of State Law

Where not otherwise covered by these bylaws, the requirements of state law shall apply. These bylaws are supplemental to any applicable provisions of state law.

Section 3: Severability Clause

If any part or application of these bylaws is held invalid, the remainder or its application to other situations or persons shall not be affected.

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The forgoing Bylaws were adopted by the Parciantes of the Acequia de Las Joyas at a meeting duly called and held on February 28, 2006.

1 \_\_\_\_\_  
Commissioner Signature

\_\_\_\_\_  
Date

1 \_\_\_\_\_  
Commissioner Signature

\_\_\_\_\_  
Date

1 \_\_\_\_\_  
Commissioner Signature

\_\_\_\_\_  
Date

1 \_\_\_\_\_  
Commissioner Signature

\_\_\_\_\_  
Date

1 \_\_\_\_\_  
Mayordomo Signature

\_\_\_\_\_  
Date

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<sup>1</sup> Signatures on file with Acequia de Las Joyas Secretary

## ***APPENDIX A: WATER TRANSFERS***

This Appendix contains two items:

1. Outline of Water Transfer Application Process
2. Water Transfer Application Form

### ***Water Transfer Application Process***

Processing an application for a water right transfer should take place as follows:

1. Applicant submits a Water Right Transfer Application to each of the Officers of the Acequia de Las Joyas by certified mail. See attached application form.
2. The Officers call a special meeting within 90 days of receiving the application and provide notice in accordance with Article 9 (Water Transfers).
3. The agenda of the meeting should include the following items:
  - Call to Order
  - Presentation of Arguments in Favor of the Transfer
  - Presentation of Arguments Opposed to the Transfer
  - Vote by the Officers to Approve or Deny the Transfer (Note that this should be on the agenda even if the Officers intend to recess the meeting and vote on the transfer at the reconvened meeting.)
4. Before taking a vote on the Water Transfer Application, the Officers will recess for a period of no more than 30 days. At the reconvened meeting, the Officers will vote on the proposed water transfer and render a decision in writing explaining their decision. The written decision must be rendered within 120 days of the date of the submission of the Water Right Transfer Application by the applicant to the Officers.
5. The Officers of the Acequia de Las Joyas will deliver their written decision to the applicant and to the State Engineer.

**WATER RIGHT TRANSFER APPLICATION FORM**

*A copy of this form should be delivered by certified mail to each of the Officers of the acequia.*

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

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

Current point of diversion of water right: \_\_\_\_\_

Current place of use of water right: (If a Hydrographic Survey is available, provide map name, map number, and tract number. Otherwise, provide a legal description of the tract of land. Attach map.)

\_\_\_\_\_  
\_\_\_\_\_

Number of acres: \_\_\_\_\_

Number of acre-feet per year: \_\_\_\_\_

Current purpose of use of water right: \_\_\_\_\_

Proposed new point of diversion of water right: \_\_\_\_\_

Proposed new place of use of water right: \_\_\_\_\_

Proposed new purpose of use of water right: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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FOR ACEQUIA USE ONLY

Received by \_\_\_\_\_

Date \_\_\_\_\_

**APPENDIX B: Water Banking Deposit Form**

Water Right Owner: \_\_\_\_\_

Contact Person (If Different): \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Acreage of water hereby deposited: \_\_\_\_\_

Description of land with water rights to be deposited:

If a hydrographic survey is available, provide the map name, map number, and tract number.

Otherwise, please provide a description of the tract of land and a map if available.

Deposited for the year: \_\_\_\_\_

\_\_\_\_\_  
Signature of Depositor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Commissioner or Mayordomo

\_\_\_\_\_  
Date

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**FOR ACEQUIA USE ONLY  
CONTACT LOG**

For the Year \_\_\_\_\_ Renewed \_\_\_\_\_ Not Renewed \_\_\_\_\_

Contacted by: \_\_\_\_\_ By: \_\_\_ Letter \_\_\_ Phone  
Signature of Record Keeper Date

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**WATER BANKING CONTACT LOG CONTINUED...**

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For the Year \_\_\_\_\_ Renewed \_\_\_\_\_ Not Renewed \_\_\_\_\_

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Signature of Record Keeper Date

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Contacted by: \_\_\_\_\_ By: \_\_\_ Letter \_\_\_ Phone  
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For the Year \_\_\_\_\_ Renewed \_\_\_\_\_ Not Renewed \_\_\_\_\_

Contacted by: \_\_\_\_\_ By: \_\_\_ Letter \_\_\_ Phone  
Signature of Record Keeper Date