

Form for Initial Request or New Acquisition

For District Use Only
Reorder # _____

**INFORMATION NEEDED BY THE
HIGH PLAINS UNDERGROUND WATER CONSERVATION DISTRICT NO. 1
IN ORDER TO SUPPLY ALLOWABLE INCOME TAX - WATER DECLINE DATA**

(Instructions for use of this form on reverse side)

All requests must be in writing and will be completed in the order received.

1) Taxpayer's Name _____
 Address _____

 Phone _____ Fax or Cell _____

2) Taxpayer's Social Security Number or Appropriate ID Number _____

3) Annual water level decline data needed for the following year(s) _____

4) **LEGAL DESCRIPTION OF PROPERTY**

IMPORTANT: All portions of the land described below must be adjoining and have been acquired at the same time; OTHERWISE, a separate form should be used

COUNTY _____

NOTE
 This information
 has been divided into
 four different
 CATEGORIES.

A) Portion of (Quarter, Half, Part) Section Block Survey

B) Portion of Labor League Patent Survey Name

PLEASE
 complete **ONLY**
 that category
 that applies to
 YOUR
 Land Tract.

C) Number of Acres Homestead Tracts Survey Abstract

D) Portion of Section Township Range

5) This land is located _____ miles **N** or **S** and _____ miles **E** or **W** of _____
(Circle appropriate directions) *(Name of Town)*

6) If the land tract being described above is less than 100 acres, please shade in the location of the tract in the grid at right. *(NOTE: The grid indicates one section)*

7) Total number of acres in tract _____

8) Saturated Thickness is required on all first year claims.

Please give date of acquisition _____

9) Taxpayer's Agent's Name _____
 Address _____

 Phone _____ Fax _____

10) Indicate whether request is made by Taxpayer or Agent _____

INSTRUCTIONS

- 1) Taxpayer's Name and Address: Please fill in landowner's name, current address and phone number.
- 2) The IRS has requested that we obtain the Social Security Number or appropriate ID number for all parcel claims; therefore, we must request you to provide this data.
- 3) Data Year: Please list the year or years for which decline information is needed.
- 4) Legal Description of Property: Note that this portion of the form has been divided into four categories – A) Section - Block - Survey; B) Labor - League - Patent Survey; C) Homestead - Abstract; and D) Section - Township - Range. Choose the category which applies to your legal description and fill it in as completely as possible. The heading "Portion of" is used to describe the actual location of your property within the section, labor, or tract of land. Terms such as NE $\frac{1}{4}$, N $\frac{1}{2}$, S $\frac{1}{2}$ of SW $\frac{1}{4}$, All, etc., should be used to locate your tract within the legal division.
- 5) To aid in locating your tract of land, please show the distance from the closest city or town within the County in which the tract or tracts are located. (e.g., 3 miles North and 2 miles East of Dimmitt.)
- 6) Tracts of less than 100 acres, unusual shape or partial quarters, etc, should be located on the grid provided. The grid represents one section or 640 acres. Please shade your tract of land on the grid as accurately as possible. If you have a tract of land of some other legal division such as a labor or homestead, please draw in the legal division and shade the area that you are requesting data for.
- 7) Please fill in the total number of acres of the tract of land for which you are claiming water depletion.
- 8) You must obtain saturated thickness information on a new acquisition or tract which has never been claimed in the water depletion program. Therefore, if this tract of land is a new acquisition or if you have never claimed depletion for this tract, please indicate the year the tract was acquired so that saturated thickness information can be calculated. (*If acquired by means other than direct purchase, e.g., inheritance, estate settlement, etc., please check with tax accountant or attorney for assistance in determining year of acquisition.*)
- 9) Taxpayer's Agent's Name: If same as landowner, this information is not necessary. Accountants or other persons requesting information for a landowner are considered the agent. Please include the phone number and fax number.
- 10) Please indicate whether this request is made by the taxpayer or his agent.

Request Forms Available Upon Request From:

High Plains Underground Water Conservation District No. 1

2930 Avenue Q, Lubbock, Texas 79411-2499 (806) 762-0181 Fax (806) 762-1834