

Instructions to Apply to Terminate Your Water Use Permit Online

Use the following link to access the Water Allocation Compliance and Online Permitting (WACOP) application:

<https://programs.iowadnr.gov/wacop/>

Contact wateruse@dnr.iowa.gov or 515-725-0341 for assistance.

BEFORE YOU BEGIN: These instructions assume you have already followed the steps to create an A&A Account, log in to WACOP, and link to your water use permit(s). If you have not completed these steps, go back to the Water Allocation and Use Program Page <https://www.iowadnr.gov/Environmental-Protection/Water-Quality/Water-Supply-Engineering/Water-Allocation-Use> and follow the user instructions to create an account and link to your permit(s).

1. Log in to [WACOP](#) from the landing page with your A&A username and password.

WACOP - Home Page

Welcome to the Water Allocation Compliance and Online Permitting (WACOP) Application.

This database stores information about Water Use Permits and allows users to manage their permit(s) online.
For information about the Water Use & Allocation Program, visit <https://www.iowadnr.gov/wateruse>.

Pay Annual Fees

Account

Login

Create an Account

Permit/Registration

Search For a Permit

Search For a Registration

Apply for a Water Use Permit or Registration

PDF Download Water Use Permit Application

2. Your permit(s) should display in the Active Permits & Registrations section of your dashboard. If you do not see your permit(s) in your dashboard, go back to the [Water Allocation and Use Program Page](#) and follow the instructions to link to your permit(s). Click the Terminate button next to your permit.

WACOP - Dashboard

Link to an application/permit not shown below

2 Active Permits & Registrations

Pay Annual Fees

Search

Clear Search

Page Size 6

Expand All

Action	Permit Number	Log Number	Business Name/Permit Holder	Permit Type	Submitted Date	Status	Action
View Transfer Modify Terminate Report Water Use	10060	28098	Kitty Fakepay 2Nd Permit (Bug 10135 Fakepay)	Water Use	8/3/2015	Active	Renew
View Transfer Modify Terminate Report Water Use	10053	28047	Kitty Fakepay Kat Transfer Company (Kitty Fakepay)	Water Use	10/8/2018	Active	Renew

3. You will now be redirected into the termination application. In the Reason for Termination section of the application, click the Edit button to select your reason for termination.

WACOP - Water Use Permit Termination Application

Print Termination Summary

Certify Information

By submitting this documentation, I certify that the information provided is true, accurate, and complete to the best of my knowledge, and that I will furnish such additional information to the department as may be requested.

* Accept terms

Submit Cancel Save as Draft

Permit issued to:

Kitty Fakepay Kat Transfer Company (Kitty Fakepay)
123 Purr Ln
Des Moines IA 55555

Permit Number: 10053
Effective: 10/08/2018
Expires: 07/15/2025

Reason for Termination

Indicate the reason(s) for terminating the permit (check all that apply):

Water no longer withdrawn from authorized source(s).

Water still withdrawn, but at rates less than 25,000 gallons per day throughout the year.

Connected to water supplied by an existing Water Use Permit (municipal or rural public water system):

Water Use Permit Number:
System Name:
Date Connected:

Other (explain):

Edit

- If you have wells authorized as a source on your permit, in the Permitted Well Status section of the application, click the Edit button next to each well to indicate the status.

Permitted Well Status

Indicate the appropriate well status for each well (check all that apply):

Well ID: 29269 Well Name: Old Thresher Well Edit

- Well is properly plugged*
- Well is properly capped
- Well is actively pumping
- Well is disconnected but usable
- Well is in disrepair
- Well is abandoned
- Other (explain):

- In the Documents section of the application, click the Add Documents button to attach any relevant documents, such as well plugging forms. (optional). Uploading documents is optional.

Documents

*Please attach well plugging form(s) for all plugged wells or any other relevant documents.

Add Documents

No documents found.

- In the upper left, you can print a summary of the termination application. You can click the Cancel button to discard the termination application completely, click the Save as Draft button to save a draft application that can be edited later, or check the box to accept the terms and click Submit to submit the termination application.

WACOP - Water Use Permit Termination

Print Termination Summary

Certify Information

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* Accept terms

Submit
Cancel
Save as Draft

Permit issue
Kitty Fakep
123 Purr Ln
Des Moines

Reason for

Indicate the

- If you saved a draft of your application, you can access it later in the Unsubmitted Draft Applications section of your dashboard.

WACOP - Dashboard

Link to an application/permit not shown below

2 Active Permits & Registrations

0 Submitted Applications in Process

2 Unsubmitted Draft Applications

Clear Se

Details	Permit Number	Log Number	Application Type	Permit Holder/Business
Continue			New	Iowa Department of Natural Resources
Continue		31526	New	Kitty Fakepay Kat Tran

2 Inactive Permits & Registrations

8. If your application was submitted, you can access it at any time in the Submitted Applications in Process section of your dashboard. You will also receive an automated email to the address specified for the permit holder confirming submission of your application. Typical turnaround time is 5 business days. After the termination application is approved, you will receive an automated approval email and you will receive a termination confirmation letter by standard mail.

WACOP - Dashboard

Link to an application/permit not shown below

4 Active Permits & Registrations

2 Submitted Applications in Process

Search

Action	Permit Number	Log Number	Application Type	Business Name/Permit Holder
View Application	10432	32186	Termination/by Permittee	Blake Kerns
View Application		32188	New	Art&Craft (Asia Akram)

2 Unsubmitted Draft Applications

2 Inactive Permits & Registrations

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For questions, please contact wateruse@dnr.iowa.gov or 515-725-0341.