

STATEMENTS OF CLAIMANT



To verify if an SOC is already on file for the property, which starts with “39–”visit:
<https://infoshare.azwater.gov/docushare/dsweb/View/Collection-87>

To update a change in ownership of a Statement of Claimant (“SOC”) file an Assignment. To update the quantity, location, or use of water file an Amendment.

Go to <https://www.azwater.gov/adjudications/statement-claimant-new-use-summons-forms>

Select “Assignment” or “Amendment” from the list. Use the fillable PDF, then print to sign and notarize. Notarization is required!

- Both the seller and the buyer of the property should sign this document. However, if after a reasonable attempt the original owner cannot be located or contacted you may submit that comment on the form.
- The signed, notarized form should be mailed to ADWR along with proof of ownership documentation
- There is no filing fee for submitting an Assignment to a Statement of Claimant, nor an Amendment.

SURFACE WATER FILINGS

You must have the Registry Number of the surface water filing being assigned to get started. You can search on ADWR’s website at
<https://new.azwater.gov/surface-water/queries>

Download and complete the form “Request for Assignment of Surface Water Filings,” at:
<https://www.azwater.gov/surface-water/forms>

The following documents are required to file a Request for Assignment.

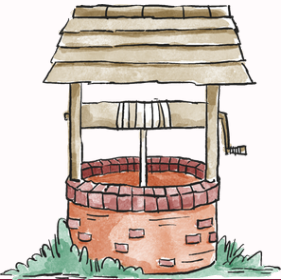
- Copy of County Assessor Map: showing the place of use listed in the surface water filing
- Copy of Recorded Deed: showing land ownership at the place of use listed in the surface water filing in the name of the new owner (buyer)
- Chain of Title of Ownership: if the seller is not the current holder of the surface water filing as shown in the Department’s records, or if the seller is not available to sign the Request for Assignment form. The chain of title, consisting of recorded warranty deeds, must begin with the holder of the surface water filing as currently shown in the Department’s records and end with the new owner
- Copy of Lease and/or Permit: in the name of the new owner (the buyer) if the land at the place of use listed in the surface water filing is on land owned by a state or federal agency.
- Allotment Map: if the land at the place of use listed in the surface water filing is located on land owned by a federal agency.
- Filing Fee: \$75.00 for each surface water filing being assigned

GROUND WATER WELLS

The best way to tell if a parcel has a well is to physically inspect the property. You can also search ADWR’s database
<https://app.azwater.gov/WellRegistry/SearchWellReg.aspx> and select “location,” and then “parcel.”

Using the well’s registration number (starts with “55”), complete the following:

- Change Of Well Information form found at:
https://www.azwater.gov/sites/default/files/permitting_forms/55-71A_Request_Change_Well_Info_REV202305.pdf
- Submit a copy of the County Assessor Map with an (X) where the well is
- Submit a copy of legal proof of ownership



If the well on the new property is a shared well, it still must be transferred to the new property owner. New property owners with an interest in a shared well located on a different property do not need to complete a transfer. Shared well agreements are considered private matters between the agreeing parties and are not regulated by the state of Arizona.

Filing Fee: \$30.00 for each well being assigned

ADDITIONAL TIPS

Failure to provide all the information required will result in retuned applications and delays to assignments.

- Once assignment requests are filed it may take a few months for the assignments to be completed. ADWR does not send confirmations of assignments for well registrations so new owners should check the registration database.
- “Legal description” refers to the rectangular coordinate system commonly known as the Public Lands Survey. You may contact ADWR’s Surface Water team or the county assessor’s office for the county in which the land is located to obtain the legal description of the property.

If the seller does not know the ADWR registry numbers for any documents, you may call the appropriate ADWR section at the number provided on the back of this pamphlet.

Send application and supporting documents with the correct filing fees to the attention of the appropriate ADWR department as listed on the back of this brochure:

Arizona Department of Water Resources
ATTN: 1802 W Jackson St. Box 79 Phoenix, AZ 85007

HOW TO PAY FILING FEES:
Cash: can only be accepted in person at the Department’s offices located at 1110 W. Washington St., Suite 310, Phoenix, AZ 85007
Check: Checks should be made payable to the Arizona Department of Water Resources.

- Card: can be made by contacting the appropriate ADWR section.

ARIZONA STATE UNIVERSITY
– REAL WATER ARIZONA –



For assistance with statements of claimants:
866-246-1414
SOCAdmin@azwater.gov
www.Azwater.gov/adjudications

For assistance with surface water filings:
602-771-8621
surfacewater@azwater.gov
www.Azwater.gov/surface-water

For assistance with groundwater well filings:
602-771-8527
Permit-wells@azwater.gov
www.Azwater.gov/permitting-wells

For general questions regarding Arizona's
General Stream Adjudications, contact the
Office of the Special Master
602-372-4115
water@jbazmc.maricopa.gov
GeneralStreamAdjudication



REAL WATER
A R I Z O N A

TRANSFER OF WATER RIGHTS

**A GUIDE FOR REAL ESTATE AGENTS &
NEW PROPERTY OWNERS**

STATEMENTS OF CLAIMANT
SURFACE WATER FILINGS
WELL REGISTRATIONS



WATER RIGHTS IN ARIZONA

The right to use water in Arizona is based upon a complex web of laws that treat surface water sources differently from ground water sources.

It is important for agents and buyers to recognize that water rights may be subject to limitations based upon property location, seniority, and continuous use.

- Arizona's General Stream Adjudications are judicial proceedings intended to catalog all appropriable water rights in the Little Colorado and Gila River watersheds, including all tributaries. This accounts for roughly three-quarters of all of Arizona's surface water.

The Arizona Department of Water Resources ("ADWR") is the state's administrative agency tasked with protecting Arizona's water supplies, and supporting the courts with the technical resources needed to catalog Arizona's waters. Within the various divisions of ADWR, the agency regulates both surface water and groundwater wells

- Properties receiving all water from a municipal system, or water company need not file a water right claim.



**TRANSFER OF DOCUMENTS ARE
IMPORTANT**

A separate assignment must be completed for each applicable water filing with the appropriate ADWR regulating division. If you're unsure which division regulates your documentation, please call the main number at (602)-771-8500

The reliability of ADWR's public information is dependent upon parties properly updating and assigning documents, including registering unregistered wells.

**Appropriate proof of ownership
documentation needed for all transfers:**
Copy of Recorded Deed: showing history of
land ownership from the original filer to the
new owner (buyer) of the land at the place of
use listed in the SOC Assignment and
Amendment (date, file number, county)

OR

Tax Parcel Notice: showing land ownership
change with date and county listed

NOTE – if a Request for Assignment is for two or more surface water filings OR if the Request for Assignment is for a partial assignment. Contact ADWR section at the number provided on the back of this pamphlet



PLEASE NOTE: Staff can answer general questions only – they CANNOT provide legal advice.