

GROUNDWATER CERTIFIED IRRIGATED ACRES TRANSFER PROCESS



2620 Airport Drive
Ord, Nebraska 68862-1002
Phone (308) 728-3221 Fax (308) 728-5669
www.lhrd.org

1. Submit a *Request for Transfer* form with the \$300 fee. **PRIOR TO MARCH 1.**
2. **Meet with NRCS and get the determination of HEL.**
3. Provide NRD with copy of **HEL determination (NRCS-CPA-026e Form)** and a copy of the **NRCS Conservation Plan.**
4. NRD will have a title search completed on the Receiving and Transferring legals. Cost of title search is NOT included in the \$300 fee. It is extra and each landowner will be responsible for payment of the search done on their property.
5. If there is a lien, the NRD will contact the lienholder to obtain consent. The transfer will not proceed without consent.
6. An *Agreement to Transfer Certified Irrigated Acres & Right to Use Groundwater* will be drafted and sent to both landowners for review and signatures.
7. After lienholder consent and payment for title search is received, the *Agreement to Transfer Certified Irrigated Acres & Right to Use Groundwater* will be signed by NRD (in addition to obtaining a copy of the HEL determination and NRCS Conservation Plan).
8. Both landowners will be sent a completed copy of the *Agreement to Transfer Certified Irrigated Acres & Right to Use Groundwater*.
9. Both landowners will also be sent updated *Certification of Irrigated Acres forms*. Landowners are expected to review, sign, and return these promptly. Any changes in acres/fields also require an updated assessor's document. Well permits will not be issued until certifications are returned.
10. Both landowners will also be sent a form that will be sent to the Register of Deeds to reflect the transfer. If the land in question is HEL and has to follow an NRCS Conservation Plan in order for this transfer to occur, this will be noted on the form. The form will need to be signed and notarized by authorized person(s).

If an NRCS Conservation Plan is needed, then this transfer is approved on the condition that the landowner to whom the acres are being transferred will remain in strict compliance with the Natural Resources Conservation Service's Conservation Plan ("Plan") for these acres. The Plan is on file at the offices of the Lower Loup NRD. Failure to remain in compliance with the Plan will result in the cancellation/revocation of the certified acres.