



# WATER RESOURCES COMMISSION

## Water Wells and Use Registration Form

Please read the following before completing the registration form.

Pursuant to the Water Resources Commission Act, No. 522, no person shall divert, dam, store, abstract or otherwise use water resources or construct or maintain any works for the use of water resources prior to obtaining a water use permit.

Permits are not required for the use of water for fire-fighting or manual abstraction of water for domestic use. However, pursuant to Regulation 10 of the Water Use Regulation L.I. 1692, registration of water use is required for (a) water abstracted by mechanical means and used for any purpose where the abstraction level does not exceed five litres per seconds (b) subsistence agricultural water use for land areas not exceeding 1 hectare. Fill out the registration form and submit it upon completion to the addresses provided below.

### 1.0 Applicant Details

Name of applicant: .....  
Contact person (if different from applicant): .....  
Telephone (Home/Office) : ..... Mobile : .....  
E-mail : .....  
Postal Address: .....

#### Location

Town: .....District: ..... Region: .....  
Street Name: .....Area (Suburb): .....  
GhanaPost Digital Address of location: .....

### 2.0 Source of Water for Use

Indicate the water source: hand dug well  borehole  River, stream etc

Indicate the source of water/number of boreholes/wells: .....

Indicate GPS location or GhanaPost Digital Address: .....

Volume of water used per day (if available): .....

Volume of tank/receptor into which water pumped: .....

Time taken to fill tank/receptor: .....

Capacity of pump or pumping rate (if available): .....

Indicate the year of construction: .....

Name of borehole drilling company: .....

Driller's contact information: .....

Availability of drilling report (Yes/No): .....

Provide pumping test records and water quality results of borehole (if available)

#### OFFICE USE ONLY

Application No. \_\_\_\_\_ Date Recorded: \_\_\_\_\_ I.D No.: \_\_\_\_\_ Certified date: \_\_\_\_\_

Please note the requested information is only for water resources management and regulation.

**3.0 Purpose/Type of the Water Use**

Domestic  
Recreation  
Irrigation  
Construction

  
  
  

Livestock watering  
Aquaculture  
Commercial

  
  

Others (Please specify)

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The information contained in this application is true to the best of my knowledge.

Signature ..... Date .....

Print name: .....

The completed registration form can be submitted in person or send via email addresses to WRC Head Office, or at our Basin Secretariat or mailbox below:

**Head Office**

Water Resources Commission  
P.O. Box CT 5630 Cantonment, Accra  
Tel: +233(0)302 763651 or 765860  
Website: [www.wrc-gh.org](http://www.wrc-gh.org)  
Email: [watrecom@wrc-gh.org](mailto:watrecom@wrc-gh.org)  
**Location:** E4 Leshie Crescent, Labone Estates, Accra

**Densu Basin Secretariat**

P. O. Box 278, Koforidua  
Tel: +233(0)3420 21954/21964  
Email: [densu@wrc-gh.org](mailto:densu@wrc-gh.org)  
**Location:** Rent Control Building, Oguaa Road, Ministries, Koforidua

**White Volta Basin Secretariat**

P. O. Box 489, Bolgatanga  
Tel: +233(0)3820 24074  
Email: [wvolta@wrc-gh.org](mailto:wvolta@wrc-gh.org)  
**Location:** Regional Administration Building, DISCAP Block Bolgatanga

**Ankobra Basin Secretariat**

P. O. Box 475, Tarkwa  
Tel: +233(0)3120 92815/92431  
Email: [ankobra@wrc-gh.org](mailto:ankobra@wrc-gh.org)  
**Location:** State Housing Company Estates Tarkwa – Abosso Road, Tarkwa

**Pra (Offin) Basin Secretariat**

P. O. Box KS 15148, Adum - Kumasi  
Tel: +233(0)322 040517  
Email: [prabasin@wrc-gh.org](mailto:prabasin@wrc-gh.org)  
**Location:** Ground floor Immigration Building, Main Ministries, Adum, Kumasi

**Tano Basin Secretariat**

P. O. Box SY 180, Sunyani  
Tel: +233(0)352 028096  
Email: [tanobasin@wrc-gh.org](mailto:tanobasin@wrc-gh.org)  
**Location:** Behind PWD Building, Baakoniaba Road, Sunyani

**Black Volta Basin Secretariat**

P. O. Box 46, Wa  
Tel: +233(0)207855495  
Email: [blackvolta@wrc-gh.org](mailto:blackvolta@wrc-gh.org)  
**Location:** First floor of Controller and Accountant General Building, Ministries, Wa