



Application for a Transfer Request – Certified Irrigated Acres

\$200.00 Non-Refundable Application Fee must be included – See back for additional instructions

Acres Transferred To:

Landowner: _____ Landowner Phone: (____) _____

Landowner Address: _____ Email: _____

Tenant Name: _____ Tenant Phone: (____) _____

Tenant Address: _____ Email: _____

Field Information:

_____ ¼ of Section _____, Township _____ N, Range _____ W, _____ County, NE

Acres Transferred From: (Info same as above)

Landowner: _____ Landowner Phone: (____) _____

Landowner Address: _____ Email: _____

Tenant Name: _____ Tenant Phone: (____) _____

Tenant Address: _____ Email: _____

Field Information:

_____ ¼ of Section _____, Township _____ N, Range _____ W, _____ County, NE

Explanation of Transfer Request (Include # of acres and use additional pages if needed):

Enclosed FSA and/or Pivot Map detailing project

Applicant Signature: _____ **Date:** _____

Office Use Only: Date Received _____ Paid _____ Maps _____ Compliance _____ US Citizenship form _____
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CPNRD Instructions for Transferring Certified Irrigated Acres

1. Discuss proposed transfer with CPNRD staff. Staff will determine if proposed transfer meets Rules and Regulations of the District.
2. Complete and submit an Application for a Transfer Request form along with a **\$200.00 fee**.
3. CPNRD staff will create the Waterbank Transfer paperwork. All landowners are required to sign and notarize the form. The signature(s) on the form will be an original; not photocopied, faxed or emailed.
4. If the offset is greater than four acres and not on the same contiguous track of land (where the transfer result would be no net loss or gain in certified acres), a title search is to be completed on both the receiving and transferring legal. A Report of Title form is to be completed by a lawyer or registered abstractor. Cost of the title search(s) is **NOT** included in the application fee and landowner(s) will be responsible for these fees. An original copy will be provided to the CPNRD. The signature(s) on the form will be an original; not photocopied, faxed or emailed.
5. If the offset is greater than four acres and not on the same contiguous track of land and there is a lien, the CPNRD will need to have the lienholder complete a Lienholder Consent form. The signature(s) on the form will be an original; not photocopied, faxed or emailed.
6. Complete highlighted sections of the Transfer of Certified Irrigated Acres form.
7. When CPNRD has received all necessary documentation, the district will file a form with the County Register of Deeds stating that Transfer of Certified Acres has been granted. If the transfer request involves filing in more than one county an extra **\$50 fee** must be paid to the CPNRD. A copy of the Waterbank Transfer paperwork will be mailed to you for your records.
8. The transfer of Certified Irrigated acres is not complete until all the above necessary steps are completed.