

**MUNICIPAL WATER USE REPORT (PUBLIC WATER SUPPLY)
NON-PRIMARY WATER USE CORRESPONDENT**

MONTHLY WATER USE SUMMARY

NOTE: REPORT WATER PUMPED, PURCHASED, AND SOLD FOR THE MONTH OF ACTUAL USE. REPORT ALL AMOUNTS IN UNITS OF **(1000 Gallons)**.

- Column 1: The amount of water diverted, by month, from all points of diversion (wells or intakes). If possible, raw water meters should be read at the same time of the month as customer meters. The total amount in this column should equal the total of the amounts reported in PART A.
- Column 2: The amount of water purchased, by month, from all other public water supply systems or the Kansas Water Office. Please provide further detail in PART E.
- Column 3: The amount of water sold, by month, to all other public water supply systems. Please provide further detail in PART E.
- Column 4: The amount of water sold, by month, to all industrial, pasture, stockwater, feedlot, and bulk water service connections. For rural water districts, include the amount of water sold to farmsteads using at least 200,000 gallons of water per year. Also include metered power plant usage, even if this water is supplied free.
- Column 5: The amount of water sold, by month, to your residential, commercial and institutional customers (include hospitals, schools and prisons).
- Column 6: The amount of water used, by month, that is metered at individual service connections and supplied free, such as for public service, treatment processes, and connections receiving free water. Please record metered power plant usage with industrial water use in Column 4.
- Column 7: The amount of unaccounted for water, by month. The gallons reported in this column are found by adding the numbers in Columns 1 and 2 and subtracting the numbers in Columns 3, 4, 5, and 6. If you do not sell water to your customers, this column simply represents the total amount of water that you diverted or purchased.

Month	Column 1 Raw Water Diverted Under Your Rights (1000 Gallons)	Column 2 Water Purchased From All Sources (1000 Gallons)	Column 3 Water Sold to Other Public Water Suppliers (1000 Gallons)	Column 4 Water Sold to Your Industrial, Stock, and Bulk Customers (1000 Gallons)	Column 5 Water Sold to Your Residential and Commercial Customers (1000 Gallons)	Column 6 Metered Water Provided Free (1000 Gallons)	Column 7 Unaccounted For Water (See Above Explanation) (1000 Gallons)
Jan.							
Feb.							
Mar.							
Apr.							
May							
June							
July							
Aug.							
Sept.							
Oct.							
Nov.							
Dec.							
Total							

POPULATION, SERVICE CONNECTIONS, AND WATER RATES

- Population served: _____ Estimate the number of persons served directly by your distribution system (Columns 5, 6, and 7).
- Number of **ACTIVE** water service connections as of December 31:

a. _____ Residential	c. _____ Industrial	e. _____ Other (specify) _____
b. _____ Commercial/Institutional	d. _____ Pasture/Stockwater/Feedlot	f. _____ Total ACTIVE Service Connections
- If you are a city, how many of the active residential water service connections shown in 2a. are located outside of your city limits. _____
- Date of last water rate change (Month and Year); _____ If rates changed during the previous year, please attach a copy of new rate structures that apply to residential users.

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WASTEWATER DISCHARGE

Check one:

- ☐ No wastewater treatment ☐ Pond or lagoon ☐ Wastewater treatment facility ☐ Other facility treats wastewater

If lagoon or treatment facility discharges to a stream, complete the following:

Amount of Discharge, in 1,000 gallons: _____

Does the above amount include rainwater: ☐ Yes ☐ No

Name of stream receiving discharge: _____

WATER SOLD TO OR PURCHASED FROM OTHER ENTITIES (Report all amounts in units of 1000 gallons)

Please provide the name of each ENTITY that water was sold to or purchased from during the year. Water purchased from the Kansas Water Office should also be recorded here. Report all quantities in units of 1000 gallons. Copy this form as needed to completely report sold and purchased water. The total amount of water purchased each month should be entered in Column 2 of PART B, and the total amount sold each month should be entered in Column 3 of Part B.

Name:	_____
County:	_____
	_____ Sold To _____ Purchased From
Jan.	_____
Feb.	_____
Mar.	_____
Apr.	_____
May	_____
June	_____
July	_____
Aug.	_____
Sept.	_____
Oct.	_____
Nov.	_____
Dec.	_____
Total	_____

Name:	_____
County:	_____
	_____ Sold To _____ Purchased From
Jan.	_____
Feb.	_____
Mar.	_____
Apr.	_____
May	_____
June	_____
July	_____
Aug.	_____
Sept.	_____
Oct.	_____
Nov.	_____
Dec.	_____
Total	_____

Name:	_____
County:	_____
	_____ Sold To _____ Purchased From
Jan.	_____
Feb.	_____
Mar.	_____
Apr.	_____
May	_____
June	_____
July	_____
Aug.	_____
Sept.	_____
Oct.	_____
Nov.	_____
Dec.	_____
Total	_____

Name:	_____
County:	_____
	_____ Sold To _____ Purchased From
Jan.	_____
Feb.	_____
Mar.	_____
Apr.	_____
May	_____
June	_____
July	_____
Aug.	_____
Sept.	_____
Oct.	_____
Nov.	_____
Dec.	_____
Total	_____