INSTRUCTION SHEET FOR

RENEWAL OF LOUISIANA WATER WELL DRILLER’S LICENSE
2022-2023

PLEASE READ THE FOLLOWING INSTRUCTIONS
BEFORE COMPLETING YOUR LICENSE RENEWAL APPLICATION FORM

1. **If** the name, address, or phone number of your business has recently changed, please write “NEW” beside the change(s). **Any change of company name must be requested by letter.**

2. The number of wells or holes should include **only** those drilled in Louisiana since July 1, 2021. The drilling record **must** be completed. Renewal applications with the drilling record left blank will be sent back to the applicant as incomplete.


4. Sub-contracted wells or holes should be counted by the company that submitted the registration forms. However, it is **your** responsibility to make sure that they are, in fact, registered with Louisiana Department of Natural Resources (LDNR).

5. To expedite the renewal of your license, all overdue registration and/or plugging forms must be sent to the Department immediately.

6. The “Fifty Dollar License” is good for drilling **domestic wells**, but **only** if you drilled **less than 25** domestic wells annually.

7. Checks and/or money orders must be **MADE PAYABLE** to **LaDOTD**.

8. Renewal applications **must be signed by the designated contact person** for your company. If the designated contact person is no longer with the company, then a new license application form must be filed to qualify the new company contact person. The license application and the renewal form must be completed and returned to this office before **June 30, 2022.**

9. All paperwork and checks/money orders **MUST BE MAILED** to **LDNR** at:

   Office of Conservation
   Environmental Division – 8th Floor
   P. O. Box 94275
   Baton Rouge, LA 70804-9275

   **If you have any questions, please call Kristin Benoit at (225) 342-5562**