

Instream Lease Renewal Application (Standard or District)



Oregon Water Resources Department
725 Summer Street NE, Suite A
Salem, Oregon 97301-1266
(503) 986-0900
www.oregon.gov/OWRD

Complete the questions below and include any required attachments
Fill in or check boxes as indicated. (N/A = Not Applicable)

Instream Lease **IL-** _____
Renewal Fee included ☐

The undersigned hereby request Instream Lease Number **IL-** _____ be renewed.

Fees:	Application fee required by ORS 536.050 Fee Schedule is located at this link: https://www.oregon.gov/owrd/WRDFormsPDF/fee_schedule.pdf
	☐ Check enclosed <u>or</u> ☐ Fee Charged to customer account _____ (Account name)

Term, Termination Clause, Validity of Water Right, Instream Use	
Term of the Lease: The lease is requested to BEGIN in: month _____ year _____ and END in: month _____ year _____. NOTE: The begin month is generally the first month of the irrigation season and the end month is the last month in the irrigation season. If not an irrigation right, this would be the first and last month of your authorized period of allowed use.	
Termination provision (for multiyear leases) - The parties to the lease request (choose one): ☐ a. The option of terminating the lease prior to expiration of the full term with written notice to the Department by the Lessor(s) and/or Lessee. ☐ b. The option of terminating the lease prior to the expiration of the full term, with consent by all parties to the lease. ☐ c. The parties would not like to include a Termination Provision. (See instructions for limitations to this provision)	
Validity of the right(s) to be leased: ☐ The water right(s) to be leased have been used under the terms and conditions of the right(s) during the last five years or have been leased instream; or ☐ The water right(s) has not been used for the last five years according to the terms and conditions of the rights. However, the water right(s) is not subject to forfeiture under ORS 540.610(2). <i>Documentation describing why the water right is not subject to forfeiture must be submitted with application.</i>	
☐ Yes ☐ No	Conservation Reserve Enhancement Program CREP – Are some or all of the lands to be leased part of CREP or another Federal program (list here: _____)?

The undersigned declare:	
1. The Lessor(s) agrees during the term of this lease, to suspend use of water allowed under the subject water right(s) and under any appurtenant primary or supplemental water right(s) not involved in the lease application; and 2. The Lessor(s) certifies that I/we are the water right holder(s) of the right(s) described in this instream lease application. If not the deeded landowner, I/we have provided documentation with the lease application that I/we have authorization to pursue the lease application and/or have obtained consent from the deeded landowner; and 3. All parties affirm that the information provided in this lease application is true and accurate.	

Received by OWRD
June 22, 2026
Salem, OR

Lessor Information

LESSOR NAME		CONTACT NAME	PHONE NO.
ADDRESS			
CITY	STATE	ZIP	E-MAIL
DOCUMENTS AND NOTIFICATIONS WILL BE SENT BY E-MAIL UNLESS REQUESTED OTHERWISE. IMPORTANT NOTE - Electronic forms of documents: Beginning on April 1, 2026, and unless requested otherwise by the applicant, the Department will send documents and notifications associated with processing of applications in electronic form (i.e., by email). These emails may come from an automated system (wrd_automated_email@water.oregon.gov). Consider adding this email address to your safe sender list.			
→ Lessor Signature: <u>Matt Melchiorson</u> Date: _____			

Co-Lessor Information

CO-LESSOR NAME		CONTACT NAME	PHONE NO.
ADDRESS			
CITY	STATE	ZIP	E-MAIL
DOCUMENTS AND NOTIFICATIONS WILL BE SENT BY E-MAIL UNLESS REQUESTED OTHERWISE. IMPORTANT NOTE - Electronic forms of documents: Beginning on April 1, 2026, and unless requested otherwise by the applicant, the Department will send documents and notifications associated with processing of applications in electronic form (i.e., by email). These emails may come from an automated system (wrd_automated_email@water.oregon.gov). Consider adding this email address to your safe sender list.			
→ Co- Lessor Signature: _____ Date: _____			

Lessee Information

LESSEE NAME		CONTACT NAME	PHONE NO.
ADDRESS			
CITY	STATE	ZIP	E-MAIL
DOCUMENTS AND NOTIFICATIONS WILL BE SENT BY E-MAIL UNLESS REQUESTED OTHERWISE. IMPORTANT NOTE - Electronic forms of documents: Beginning on April 1, 2026, and unless requested otherwise by the applicant, the Department will send documents and notifications associated with processing of applications in electronic form (i.e., by email). These emails may come from an automated system (wrd_automated_email@water.oregon.gov). Consider adding this email address to your safe sender list.			
→ Lessee Signature: _____ Date: _____			

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