



WATER RESOURCES COMMISSION

APPLICATION for WATER DRILLING LICENCE

Please read the following prior to completing the application form.

Pursuant to the Water Resources Commission Act, No. 522, and the Water Drilling Licence and Groundwater Development Regulations (2006) LI 1827, no person shall drill and develop a water well without a Drilling Licence obtainable from the Water Resources Commission (WRC).

In order for the WRC to process applications for Water Drilling Licence expediently, it is important that you complete the form as detailed as possible and include all the relevant documents. Applications will not be processed unless all the required information is included.

1. Applications shall include:

(a) Business Particulars including:

- i. Certificate of Incorporation
- ii. Certificate to Commence Business
- iii. Certificate of Change of Name (where applicable)
- iv. Name of company's representatives
- v. A brief, if the company is currently under litigation for reasons pertaining to environmental pollution.

(This applies to private businesses only).

- (b) Tax Clearance Certificate
- (c) VAT Certificate

2. Attachments

Where attached sheets and other technical documents are used in lieu of the space provided, indicate appropriate cross-references. Paragraphs that are not applicable to your application should be marked as "N/A". *(List of key personal and Referees should include CV of such persons).*

3. Administrative, Processing and Licence Fees

The administrative fee covers costs for processing the application. Administrative fees for processing the application shall be paid on submission of the completed application for a Water Drilling Licence. This fee is non-refundable.

License fees will become payable at the time of issue of the Water Drilling Licence and the Licence will not be issued without payment of Licence Fees.

Only certified cheques made payable to the Water Resources Commission is accepted.

4. Time required for processing

On the precondition that the application has been completed correctly, the average length of time required to decide on Drilling Licences is two (2) months from date of receipt. *(Delays may occur*

due to delays in the environmental permitting processes –where applicable-, a usually complicated application, and an application with far-reaching impacts on water resources).

5. Renewal of Licence

An application for the renewal of the Licence may be made to the WRC not later than thirty (30) days before the expiration of the Licence. Renewal Fee is as stated in the Second Schedule attached.

For any clarification on any provision of the application form, please consult with the WRC Secretariat on the contacts below and applications may be delivered in person or at WRC's address, or at our Basin Offices or mailbox below:

Head Office

Water Resources Commission
P. O. Box CT 5630 Cantonment, Accra
Tel: +233 21 763651 or 765860 Fax; +233 21 763649
E-mail: watrecom@wrc-gh.org
Website: www.wrc-gh.org

Located at:

E4 Leshie Crescent, Labone Estates, Accra

Densu Basin Secretariat

P. O. Box 278 Koforidua
Tel: +233 81 21954/21964, Fax: +233 81 21964
E-mail: densu@wrc-gh.org
Website: www.wrc-gh.org

Located at:

Rent Control Building, Oguaa Road, Ministries, Koforidua

White Volta Basin Secretariat

P. O. Box 489 Bolgatanga
Tel: +233 72 24074, Fax: +233 72 23931
Email: wvolta@wrc-gh.org
Website: www.wrc-gh.org

Located at:

Regional Administration Building, DISCAP Block, Bolgatanga

Ankobra Basin Office

P.O.Box 475 Tarkwa
Email: ankobra@wrc-gh.org
Website: www.wrc-gh.org

Located at:

State Housing Company Estates Tarkwa - Abosso Road, Tarkwa



WATER RESOURCES COMMISSION

Drilling Licence and Groundwater Development Regulation, 2006 LI 1827

First Schedule, Regulation 2 (1)

APPLICATION FOR DRILLING LICENCE

Company name:

Address:

P.O. Box.....

Tel :.....

Fax:

E-mail.....

Registered Company No:

Full name of directors and their citizenship:

Name and address of Company's bankers:

List of equipment:(indicate whether owned or hired) specify and include as Annex 1

List of key personnel (including field personnel of each drilling crew)specify and include as Annex2

List of projects carried out in the last 5 years: specify and include as Annex 3

Name and address of two referees:

I declare that the information given on this form and attachments hereto is correct to the best of my knowledge and belief.

Signature: Date.....

OFFICE USE ONLY

Application. No. _____ Date rec.: _____ Fee rec.: _____ I.D. No _____



WATER RESOURCES COMMISSION

Drilling Licence and Groundwater Development Regulation, 2006 LI 1827

Second schedule
Regulation 2(3) Regulation 6 (1), (2) Regulation 7 (3)

DRILLING LICENCE FEES FOR CATEGORIES OF DRILLING COMPANIES		
CATEGORY	NO. OF SETS OF DRILLING EQUIPMENT	AMOUNT(GH¢)
ACQUISITION OF LICENCE		
A	not less than five rigs	1,500
B	between two and five rigs	1,000
C	one rig	500
RENEWAL OF LICENCE		
A	not less than five rigs	500
B	between two and five rigs	300
C	one rig	200
FOREIGN CONTRACTORS		
ACQUISITION OF LICENCE by foreign contractors		5,000
RENEWAL OF LICENCE by foreign contractors		2,000
I enclose GH Cedis ¢500 to cover the prescribed fee for this application.		