



# Water Well Construction Report Instructions

**Document Routing Procedure:**

Original to - **Local Health Department (where permit was issued)** Copy to - **Well Contractor** Copy to - **Homeowner**

The following are explanations for select numbered items from this document:

**Additional Information - Water Well Construction Report**

**1 a-h, 22 and 23** - Identify the type of well constructed and give specifics on the drill hole, casing, liner, packer, screen, grouting and gravel pack for the well. **These are required.**

**10 and 15** - Refers to the company doing the construction or maintenance work at the well location.

**11 and 14** - Pump Installer and person drilling the well refers to the individual doing the actual work at the well location.

**18** - Well Site Address refers to the mailing address at the well location. This may be different than the owner's address.

**21 c.** - Township, Range and Section refer to the Legal Location of the well and can be found on the property documents and within a county plat book. A township direction is either north (N) or south (S) of a baseline and a range direction is either east (E) or west (W) of a principal meridian (see description page in plat book for details).

**21 d.** - Quarter - Quarter - Quarter Location. **Must be completed.** Each Section within the Legal Location format can be sub-divided into 64 equal portions with each containing 10 acres. When the section is divided into this format, each box is a quarter of one another, and thus the name.

In order to locate a well within its specific quarter/quarter/quarter section, refer to the following description:

The grid guide depicts a one-mile square section divided into the quarter-quarter-quarters. The TOP character should be placed in the FIRST/LEFT QUARTER BLANK (10 acre size), the MIDDLE in the MIDDLE QUARTER BLANK (40 acre size) and the in the BOTTOM/ RIGHT QUARTER BLANK (160 acre size)

A well located in the highlighted area is written as: **NE** Qtr of the **SE** Qtr of the **NW** Qtr

NW	NE	NW	NE	NW	NE	NW	NE
NW	NW	NE	NE	NW	NW	NE	NE
NW	NW	NW	NW	NE	NE	NE	NE
SW	SE	SW	SE	SW	SE	SW	SE
NW	NW	NE	NE	NW	NW	NE	NE
NW	SW	SE	SE	SW	SW	SE	SE
NW	NW	NW	NW	NE	NE	NE	NE
SW	SE	SW	SE	SW	SE	SW	SE
SW	SW	SE	SE	SW	SW	SE	SE
NW	NE	NW	NE	NW	NE	NW	NE
NW	NW	NE	NE	NW	NW	NE	NE
SW	SW	SE	SE	SW	SW	SE	SE
SW	SE	SW	SE	SW	SE	SW	SE
SW	SW	SE	SE	SW	SW	SE	SE
SW	SW	SW	SW	SE	SE	SE	SE

One square-mile grid

**21 e.** - **Must be completed.** Coordinates refer to map projection values. Report GPS coordinates to the nearest 0.1 second.

**22** Examples of casing (liner) material and joint type are as follows:

- Steel, ASTM A53A - Welded
- Steel ASTM A53B - Coupling
- PVC, SDR 21, ASTM F480 - Solvent Welded

Note: The above are examples and are not meant to limit the type of description.

Questions regarding the completion of this form should be directed to the local health department where the water well permit was issued or the Illinois Department of Public Health at 217-782-5830, TTY (for hearing impaired only) 800-547-0466.