



**DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES
DIVISION OF WATER RESOURCES**

**901 South Stewart Street, Suite 2002
Carson City, Nevada 89701-5250
(775) 684-2800 • Fax (775) 684-2811
<http://water.nv.gov>**

MEMORANDUM

TO: All

FROM: Tim Wilson, P.E., State Engineer

DATE: March 20, 2020

RE: NDWR Updated Response to COVID-19

The Division of Water Resources remains open and is diligently continuing the work of the office and the State of Nevada during these unprecedented times. The Division is adapting and responding to the needs of the public while balancing Governor Sisolak's directives regarding our agency's operations. Our foremost responsibility is to protect our staff and members of the public, and to that end our office remains closed to the public.

As we continue to perform our core functions, the Division is accepting all filings. While mail is the preferred method of filing with the Division during these times, we have now established protocols for the acceptance of personal deliveries of filings. If personal delivery of filings is necessary, we encourage setting an appointment by calling the office at (775) 684-2800, where staff will take delivery of any filings outside of the Bryan building. If you do not have an appointment, please call our office during regular business hours and staff will take delivery of filings upon notice of your arrival. Phone numbers are also posted outside on the main building entrance for all agencies.

We are in the process of modifying many of our forms, including those with notary requirements. As such, if you have a filing requiring a notarized signature, please contact the office for directions on how to proceed with those filings. Further, the Division is no longer requiring maps to be notarized.

The Division continues to have staff available to answer questions via telephone and electronically, and staff contact information is available on our website at <http://water.nv.gov/contactinformation.aspx>.

We appreciate your continued understanding as we take these measures to protect our staff and members of the public. Please continue to monitor our website for further updates.