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The Irrigation Water Management Society

## Site Water Management Plan Submission Form

Instructions for submitting water management plan for CSWP Certification

**Note!** Do not wait to receive your written exam results to begin this portion of the certification process!

1. Use only the software that you received in class.
2. Select a location either residential or commercial
3. Obtain the water use history for the site for at least two (2) years
4. Complete all of the worksheets in the software with the exception of the “Actual Water Use” sheets.
5. The plan must reduce the site water use to at or below the calculated budget
6. The selected conservation measures (combined) must have a payback of 3 years or less
7. Review the plan and make any necessary corrections
8. Print the entire plan including graphs
9. Present the plan to a site representative and get presentation form signed.
10. Complete the Site Water Management Plan submission form
11. Mail the plan\*, submission form and copies of the original water use history data obtained (please blackout any account numbers and names) to:

**IWMS**  
**1855 1<sup>st</sup>. St.**  
**Cheney, WA 99004**

*\*Plan must be received within 90 days of the date the candidate took the written examination.  
Plan does not have to be implemented to receive credit*

# CSWP Site Water Management Plan Submission Form

Candidate Name	
Date	
Written exam date & location	
Site type	Residential <input type="checkbox"/> Commercial <input type="checkbox"/>
Site Name	
Location Address	
Site Contact Name	
Site Contact Phone	