

Instructions for Completing a New Application for Water Well Contractor License

THE APPLICATION: MUST BE ORIGINAL, SIGNED, AND NOTARIZED.

Page 1:

Section 1. All information needs to be completed in this section.

Page 2:

Section 2. List any society, institute, or trade association memberships here.

Section 3. List any other qualifications, or honors here.

Section 4. This must be submitted when the application is submitted. The preferred type of proof of experience is a certified affidavit from a licensed water well contractor. Affidavits from licensed water well contractors in other states can be accepted. **Reciprocity** may be applied for if you have a valid water well contractor license with the state of **Alabama** or **Mississippi**. Please provide a copy of the current license. Other types of proof may be accepted.

Page 3:

Affidavit of Applicant. This page must be signed by the applicant and notarized.

Page 4:

Testing: Indicate which of the drilling-method specific exam you will be taking

Please mail the completed application, proof of experience, and the application fee of \$100.00 made payable to *Director, Georgia Environmental Protection Division* to the address given on the third page of the application.

THE PROCESS: ALL APPLICATIONS MUST BE APPROVED BY THE WWSAC BEFORE A LICENSE WILL BE ISSUED.

Once we have verified the information given in the application, we will place the documents in a folder and hold the application for the review by the Water Well Standards Advisory Council (WWSAC). The Council meets at least three times each year.

AFTER APPROVAL: COMPLETING THE REGISTRATION PROCESS

Once the Council has approved the application, we will contact you and ask you to submit your examination results, the license fee (\$400.00), and a performance bond or irrevocable letter of credit for \$30,000. License periods are two years in length, ending on June 30 of odd numbered years. The fee for renewal of licenses and for new licenses submitted for a full two year period is \$400.00. The license fee for licenses issued for a portion of the license period will be \$200.00. All checks must be made payable to: **Director, Georgia Environmental Protection Division.**

Required Testing: All applicants (unless applying for **reciprocity**) must take the required written examinations (given by the National Groundwater Association through PSI Exams). To find a testing center for the exams in Georgia, go to this website: <http://cert.psiexams.com/locateall.html> Click on the “Select your Client/Sponsor” link, then select “National Ground Water Association (NGWA)” from the drop down list. Next select Georgia from the “Search for all sites in your state” drop down list. Once this information is entered it will display the testing centers in Georgia.

There are **three** required examinations: the Georgia Water Well Law Exam, the General Drillers Exam, and a drilling-method specific exam. All applicants must take the Georgia Water Well Law Exam and the General Drillers Exam plus **one additional** exam. For the drilling-method specific exam, you should choose the drilling method you are most familiar with. A minimum passing of grade of 70 is required for each exam. To find a testing center and the names of the required tests, go to this website: <https://candidate.psiexams.com> Click on the “Certification/Professional Associations” link, then select “National Ground Water Association (NGWA)” from the drop down list. Then select the required tests to view the test details. In addition to the above web sites you may also call the PSI Exams Customer Service Center at (800) 211-2754 or (800) 733-9267 for scheduling and test center information.

Reciprocity: Georgia only has Reciprocity with the states of **Alabama** and **Mississippi**. Please provide a copy of the current license and indicate which state. The license for either state will take the place of the General Drillers Exam & the Drilling-Method Specific Exam **only**.

All applicants must take the Georgia Water Well Law Exam.

The performance bond or irrevocable letter of credit: You must provide one of these two documents. Your name must appear on the document and the document must be the original. See templates for more detail. The performance bond or irrevocable letter of credit must be made payable to: **Director, Georgia Environmental Protection Division.**

THE LICENSE: Once all of the required documents and information have been received, we will add you to the GA Licensed Water Well Driller list, assign a license number and issue the license.

**Environmental Protection Division
Watershed Protection Branch
Drinking Water Program**

Application for a License To Practice as a Water Well Contractor

Information must be printed in ink or typewritten

1. GENERAL INFORMATION

NAME: _____
 Last First Middle

Company: _____

OWNER _____ PARTNER _____ OFFICER _____ FULL TIME EMPLOYEE _____

If the Licensee is not the Owner of the company, please provide documentation of the Licensee's affiliation with the company.

BUSINESS ADDRESS: _____
 Street City State ZIP

MAILING ADDRESS (if different): _____

RESIDENCE ADDRESS: _____
 Street City State ZIP

TELEPHONE NUMBER: () _____ () _____
 Home Business

2. MEMBERSHIP IN TECHNICAL SOCIETIES, INSTITUTES AND TRADE ASSOCIATIONS

Name of Organization

Grade of Membership

Date

3. OTHER QUALIFICATIONS, HONORS, ETC.

4. EXPERIENCE IN WATER WELL CONSTRUCTION BUSINESS

Present a sworn and notarized affidavit signed by a licensed water well contractor that you (the applicant) have had at least two years of water well construction experience under said licensed contractor. In lieu of the method described, presentation to the council, at the council's request, of satisfactory proof of equivalent value, may be accepted on an individual basis at the discretion of the council. In lieu of the above, you (the applicant) may apply for reciprocity if you have a valid water well contractor license with the state of (___) **Alabama** or (___) **Mississippi**. Please provide a copy of the current license and indicate which state.

AFFIDAVIT OF APPLICANT

State of _____

County of _____

Being first duly sworn, deposes and says:

I, the applicant named in this application, have read the contents hereof, and to the best of my knowledge and belief the statements contained in this application are true in substance and effect and are made in good faith.

Signature of Applicant

Sworn and subscribed before me

This _____ day of _____, 20____

(Notary Public)

My commission expires
(Seal)

NOTE: A check or money order in the amount of \$100.00 made payable to the **Director, Environmental Protection Division** must be attached to cover the application fee. The completed application should be mailed to the following address:

GA EPD, Watershed Branch
2 Martin Luther King Jr. Drive SE
Suite 1362 East Tower
Atlanta, Georgia 30334
Attn: John Sides

TO BE COMPLETED BY ALL APPLICANTS TAKING THE GENERAL DRILLERS EXAMINATION

All applicants (unless applying for reciprocity) are required to take the General Drillers Examination test and Georgia Water Well Law Exam and any one of the following examinations. Please indicate which Drilling-Method Specific Exam you wish to take: (check one)

- | | |
|---|--|
| <input type="checkbox"/> (a) Cable Tool Drilling in Unconsolidated Material | <input type="checkbox"/> (f) Mud Rotary Drilling in Rock |
| <input type="checkbox"/> (b) Cable Tool Drilling in Rock | <input type="checkbox"/> (g) Reverse Rotary Drilling in Unconsolidated Material |
| <input type="checkbox"/> (c) Air Rotary Drilling in Unconsolidated Material | <input type="checkbox"/> (h) Jetting and Drilling Wells in Unconsolidated Material |
| <input type="checkbox"/> (d) Air Rotary Drilling in Rock | <input type="checkbox"/> (i) Boring and Augering in Unconsolidated Material |
| <input type="checkbox"/> (e) Mud Rotary Drilling in Unconsolidated Material | |