



# Water Resources Program

## Well Construction Operator License Application

Failure to provide requested information and license fee may result in processing delays and/or denial of application.

**Requirements:**

1. Proof of Continuing Education Units. (e.g. training certificates, CPR/First Aid/AED).
2. Proof of experience (e.g. Letter from your employer on company letterhead, W2, paycheck stubs, notarized letter from WA State licensed drillers you worked with to fulfill required number of hours of experience). Out of state drillers submit copies of state license totaling three years of licensed experience.
3. Recent color photograph (must meet requirements – see page 2 of this application for detailed information).

Submit application, licensing fee, and requirements to:

WA State Department of Ecology, Cashiering Office, PO Box 47611, Olympia, WA 98504-7611

You may only apply for one type of license per application	
<input type="checkbox"/> Water Well - \$75.00	<input type="checkbox"/> Resource Protection Well - \$75.00
Application Type and Requirements	
<input type="checkbox"/>	<b>New Applicant</b> (Never held a well drilling license) <ul style="list-style-type: none"> <li>▪ 5,400 hours of drilling experience under a WA State Licensed driller</li> <li>▪ 32 approved CEUs</li> </ul>
<input type="checkbox"/>	<b>Experienced Driller</b> (Licensed outside of WA State) <ul style="list-style-type: none"> <li>▪ Valid license for a period of three years</li> <li>▪ 32 approved CEUs</li> </ul> Licensing State: _____ License Number: _____ Contact name of licensing agency to verify experience: _____ Contact number of licensing agency to verify experience: (____) ____ - ____
<input type="checkbox"/>	<b>Expired Licensed Driller</b> (License expired, revoked, or suspended) Original License Number: _____ <ul style="list-style-type: none"> <li>▪ Seven approved CEUs for every year or portion of a year a license is expired, revoked, or suspended</li> <li>Suspended/revoked licenses must show proof that terms and conditions of the suspension/revocation have been met.</li> </ul>
<input type="checkbox"/>	<b>Licensed Trainee</b> (Completed training program) Trainee License Number: _____ <ul style="list-style-type: none"> <li>▪ Submit log book documenting 3,600 trainee hours</li> <li>▪ 14 approved CEUs</li> </ul>
<input type="checkbox"/>	<b>Additional License</b> (To current license) <ul style="list-style-type: none"> <li>▪ 600 hours of well drilling experience. Proof of experience will consist of drilling reports which you were the driller of record on at least 15 wells or other documentation approved by Ecology.</li> </ul>
Applicant	
Last Name: _____ First Name: _____ SSN (last 6 digits only): _____ Email: _____ Street Address: _____ City: _____ State: _____ Zip Code: _____ Phone Number: (____) ____ - ____ Company: _____ Company Phone Number: (____) ____ - ____	
Affidavit	
State of _____, County of: _____ I, _____ certify that there are no misrepresentations of falsifications in these statements and answers to questions. I am aware that any misstatements of material facts may cause rejection of my application and I may be disqualified from taking an examination, or holding of a Washington Water and/or Resource Protection Well Construction Operator's License.	
Signature: _____ Date: _____	

**Effective January 1, 2014**, your photo is a required part of your Well Construction Operator License application. To learn more, review the information below on how to provide a suitable photo to avoid processing delays. The acceptance of your photo is always at the discretion of the Well Construction and Licensing Office. You have three options on how to submit your photo to our office:

1. Mail your photo in with your application renewal form.
2. Send an electronic photo in to us. If you choose this option, a copy of your state issued valid state driver license will also be required. Photo can be sent to the Well Construction & Licensing Office at: [wclo@ecy.wa.gov](mailto:wclo@ecy.wa.gov)
3. Call to schedule an appointment to come in to Ecology Headquarters in Olympia and we will take your picture for you.

### **Want to take the photo yourself?**

Please review the following technical requirements and references for guidance on taking your own photo.

- Photos must not be digitally enhanced or altered to change your appearance in any way.
- Photo must be in color.
- Taken within the last 6 months to reflect your current appearance.
- Taken in front of a plain white or off-white background.
- Taken in full-face view directly facing the camera.
- Taken in clothing that you normally wear on a daily basis:
  - ✓ Do not wear a hat or head covering that obscures the hair or hairline. If a hat or head covering is worn daily for religious purposes, your full face must be visible and the head covering must not cast any shadows on your face.
  - ✓ Headphones, wireless hands-free devices or similar items are not acceptable in your photo.
  - ✓ If you normally wear prescription glasses, a hearing device or similar articles, they may be worn for your photo.
  - ✓ Dark glasses or non-prescription glasses with tinted lenses are not acceptable.

#### **Photo Composition:**

- Make sure the photo presents the full head from the top of the hair to the bottom of the chin.
- Center the head with the frame.
- The person in the photo should have a neutral expression and be facing the camera.

#### **Camera Position:**

- The camera should be placed at the eye level of the person being photographed and at least 4 feet away.
- Minimize the distance between the person being photographed and the background to reduce shadows on the background.
- Make sure to include the person's upper body and have space above the head in the viewfinder or screen display of your camera.
- Try to eliminate shadows that are caused by overhead lighting.
- Ensure the background is well lit, white or off-white, and free of patterns, objects, textures, etc.
- If you are setting up a proper area to take photos, then consider:
  - ✓ Positioning light sources on both sides of the person to avoid shadows on the face
  - ✓ Using a light source to illuminate the background behind the person to avoid shadows on the background
  - ✓ The background should be uniformly illuminated to remove any shadows or other lighting effects that would otherwise interfere with clearly discerning the facial outline on the background.

**You may have to apply for a new license if you cannot be identified from your current photo.**