



STATE OF CALIFORNIA  
DEPARTMENT OF FISH AND WILDLIFE  
**LAKE AND STREAMBED ALTERATION PROGRAM**



## **Information Regarding Letters of Completed Work for Cannabis-Related Lake or Streambed Alteration Agreements**

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The entity (Permittee) responsible for complying with the terms of a cannabis-related Lake or Streambed Alteration agreement (agreement) may request a Letter of Completed Work (LCW) from the California Department of Fish and Wildlife (CDFW). **The LCW should only be requested when all projects have been completed in accordance with the agreement.**

If any projects included in the agreement are still ongoing (e.g., water diversion, continued maintenance projects, etc.), have not yet been completed per the agreement, have changed in any way that does not appear in the agreement, or you need to amend or extend the agreement, you will not be eligible for an LCW.

The LCW does not relieve the Permittee of the notification requirement in Fish and Game Code section 1602 for any future activities subject to this requirement.

If the Permittee on the agreement has changed and is no longer accurate, a request to transfer the agreement to the new Permittee will need to be submitted and approved by CDFW *prior to* both the agreement expiration date and submitting an LCW Request. Please see the [Request to Amend Lake or Streambed Alteration Agreement form](#) for more information.

If approved, the LCW will serve as written verification that a subsequent agreement is not needed. The LCW should be submitted to the Department of Cannabis Control (DCC) to obtain or maintain a cultivation license.

Submit this LCW Request form with all required attachments to the [Lake and Streambed Alteration Program Contact email address](#) that serves the area where the project(s) is located. Please enter "Letter of Completed Work Request" and the Agreement Number in the subject line when sending the request.



## REQUEST TO RECEIVE LETTER OF COMPLETED WORK

Complete EACH field, unless otherwise indicated, and submit ALL required attachments to the [Lake and Streambed Alteration Program Contact email address](#) that serves the area where the project(s) is located.

### 1. PERMITTEE REQUESTING LETTER OF COMPLETED WORK

Enter the below information as it is listed on the agreement. *If the Permittee on the agreement has changed and is no longer accurate, a request to transfer the agreement to the new Permittee will need to be submitted and approved by CDFW prior to both the agreement expiration date and submitting a Letter of Completed Work (LCW) Request.*

First and Last Name	
Business/Agency	
Mailing Address	
City, State, Zip	
Phone Number	
Email	

### 2. CONTACT PERSON *(Complete only if different from Permittee.)*

First and Last Name	
Business/Agency	
Mailing Address	
City, State, Zip	
Phone Number	
Email	

While a Permittee is legally responsible for complying with Fish and Game Code section 1602 et seq., a Permittee may designate and authorize an agent (e.g., lawyer, consultant, or other individual) to act as a Designated Representative. The Designated Representative is authorized to sign the notification and any agreement on behalf of the Permittee.

**Do you authorize the Contact Person above to represent you as your Designated Representative?**

<input type="checkbox"/> Yes, I authorize.	<input type="checkbox"/> No, I do not authorize.
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### 3. PROJECT INFORMATION

Project Name (as identified in the Final Agreement)	
Agreement Number	
Agreement Expiration Date	



**REQUEST TO AMEND LAKE OR STREAMBED ALTERATION AGREEMENT  
FISH AND GAME CODE SECTION 1602**

**4. PROJECT COMPLETION VERIFICATION**

Have all projects been completed in accordance with the agreement?

Yes

No

Note: If **any** projects included in the agreement are still ongoing (e.g., water diversion, continued maintenance projects, etc.), have not yet been completed per the agreement, have changed in any way that does not appear in the agreement, or you need to amend or extend the agreement, you will not be eligible for an LCW. Please reach out to the [Lake and Streambed Alteration Program Contact](#) that serves the area where the project(s) is located for more information on how to proceed.

Project Completion Date(s)	

**5. REQUIRED ATTACHMENTS**

Include the following attachments with this form:

- 1) Copy of the agreement pursuant to this request.
  - a) Not required for agreements issued electronically via the Environmental Permit Information Management System (EPIMS).
- 2) All required photos, reports, and/or other deliverables specified in the agreement that have not yet been submitted to CDFW.
- 3) Updated map of the entire project area, a "bird's eye view," showing the location of each structure and/or activity, significant area features, etc.
  - a) A helpful resource to assist in the development of quality PDF maps in Google Earth: [Using Google Earth to Map your Property \(PDF\)](#)

**6. ELIGIBILITY CRITERIA & CERTIFICATION**

All of the below statements must apply to be eligible for an LCW at this time. If not, please reach out to the [Lake and Streambed Alteration Program Contact](#) that serves the area where the project(s) is located for more information on how to proceed.

- I hereby certify that the Permittee on the current agreement is accurate.
- I hereby certify that all project(s) authorized in the agreement have been completed in accordance with the terms of the agreement. I understand that if **any** project(s) included in the agreement are still ongoing (e.g., water diversion, continued maintenance projects, etc.), have not yet been completed per the agreement, have changed in any way that does not appear in the agreement, or an amendment or extension is needed, I am not eligible for an LCW.
- I hereby certify that all required photos, reports, and/or other deliverables have been submitted to CDFW per the reporting requirement(s) of the agreement. If any deliverables have not been previously submitted, I certify that they are attached to this request form.
- I acknowledge that I must submit written notification pursuant to Fish and Game Code section 1602 for any future activities subject to this requirement.
- I hereby certify that I am the property owner or otherwise authorized to grant permission to access the project site, and I hereby give permission to CDFW personnel to enter the project site as stated in the agreement or if the agreement is expired, staff may enter the project site at any time to verify project(s) were completed in accordance with the agreement and determine eligibility for an LCW.



**7. SIGNATURE**

I hereby certify that, to the best of my knowledge, the information in this Letter of Completed Work request (request) is true and correct and I am authorized to sign this request as, or on behalf of, the Permittee. I understand that if any information in this request is found to be untrue or incorrect, CDFW may suspend processing this request.

\_\_\_\_\_  
Signature of Permittee or Permittee's Designated Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name