

How to Correct a WWC-5/5P Form When Initially Entered Through KOLAR

At this time, there is no way to correct in KOLAR a WWC-5 or WWC-5P form that was initially entered via KOLAR.

If you need to submit a corrected WWC-5 or WWC-5P form, please follow the instructions below:

1. Using KOLAR or the Kansas Geological Survey Water Well Database, find the WWC-5 or WWC-5P form you initially entered.
2. Print it.
3. On the top of the page in **Red**, write “**CORRECTED.**”
4. Highlight the information that you added or changed.
5. Mail the corrected copy to: KDHE, Bureau of Water
Geology & Well Technology Section
1000 SW Jackson Street, Ste. 420
Topeka, KS 66612-1367

Should you have any questions regarding this procedure, please contact:

Pamela Chaffee 785.296.3565 Pam.Chaffee@ks.gov

or

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