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| **A. Well Inventory Submittal**Format: ASCII fixed-width or Excel file. (All fields are left justified in ASCII fixed-width file.)Do not export header row with data for the ASCII fixed-width file. A header row may be provided with Excel files.Submittal may be upper or lower case or combination. ADEQ program will automatically convert all text to caps.**Note: In the case of multi-port wells, please list each sampling port as a separate record entry.** |
| **Field Name** | **Field** | **Position** | **Look-Up Table Name** | **Look-Up** | Requirements/Comments |
|  | **Length** |  |  | **Table No.** |  |
| ADEQ Well Number    | 6    | 01-06    |      |      | Unique identifier of the well in the database. **Field should be left blank** in well inventory submittal unless this is an update to an existing well record. |
| Well Name | 25 | 07-31 |   |   | Facility or common name of well. |
| ADWR Number   | 9   | 32-40   |     |     | **55-xxxxxx** ADWR registration number for the well. |
| Longitude  | 12 | 41-52  |  |  | **dddmmss.ssss** Longitude of well using NAD 27 or NAD83 datum. NAD83 is preferred. |
| Latitude   | 11   | 53-63   |     |     | **ddmmss.ssss** Latitude of well using NAD 27 or NAD83 datum. NAD83 is preferred. |
| Latitude/ Longitude Method  | 1  | 64  | **Latitude/Longitude****Measuring Methods** | WQR218  | Method used to determinelat/long location of well. |
| Top of Screened Interval  | 7  | 65-71  |    |    | **In feet below measuring point elevation.** |
| Bottom of Screened Interval | 7  | 72-78  |   |    | **In feet below measuring point elevation.** |
|
| Drill Depth    | 7    | 79-85    |    |        | Total drilled depth of the borehole, **in feet below ground surface.** This may or may not be the same as the total depth of the well. |
| Measuring Point Elevation   | 7   | 86-92   |     |  | Measurement point elevation of the well **(datum NAVD29 or NAVD88)**, **in feet above mean sea level. NAVD88 is preferred.** |
| Measuring Point Elevation Method | 1 | 93 | **Elevation Measuring****Methods** | WQR202   | Method used to determine the measurement point elevation of the well. |

Here is an excerpt from the Groundwater Data Submittal Guidance Document (Version 3.4). You may find the complete document at <http://www.azdeq.gov/how-submit-groundwater-data> . If you should have any questions or need assistance you may contact Lowell Carty at LMC@AZDEQ.gov and by phone at 602 771 4413.