

## Data file requirements for Groundwater Withdrawal Reporting Uploads

The data from uploaded withdrawal report files will be bulk inserted into an SQL Backend. If any single record in the file fails on this insert for any reason, the entire insertion will fail, and you will need to review the file for any mistakes in data types of the content before attempting another upload.

- All uploaded data files must be in a tab delimited, plain text format.
- The first row of the file should contain the header information.
- Only the following columns should be included (Column names must be exactly as below):
  - **WSID (text 50)**  
This is the Water Supply ID provided for your water system/business by the Water Supply Division. If you don't know what your number is, please contact them directly for this information. Please make sure you've set this up prior or uploading any data files.
  - **FacilityID (text 50)**  
This is the FacilityID that uniquely identifies an individual water source from which you are withdrawing groundwater. Each water source must have its own FacilityID. Please make sure you've set this up prior or uploading any data files.
  - **WithdrawalDate (datetime)**  
This is the date that is being reported for a water withdrawal. Incremental uploads are permitted. There is a place in the application where you can check to see what dates might be missing from your report. Every day of the reporting year **must** have a record by no later than September 1 of the year following the year being reporting on.
  - **WithdrawalTotal (int)**  
This is the total amount of groundwater withdrawn from the specified water source on the specified day. If no groundwater was withdrawn from a particular source on a particular day, 0 must be entered in this field. Null entries are not permitted.
  - **BottledOrBulk (int)**  
This is the portion of the total amount of groundwater withdrawn that was either bottled up or bulk shipped away from the facility. If all the groundwater drawn on a particular day from a particular source was used on site, then 0 should be entered in this field. Null entries are not permitted.
- All reports for the preceding year must be filed by September 1 of the next year. For instance, reports for the year 2008 are due in the Water Supply Division's office by September 1, 2009. Reports may be filed at any time after December 31 of the reporting year, and before September 1 of the next year.

If there are any questions at all about the data requirements for the withdrawal reports, please do not hesitate to contact the systems developer directly via email or phone:

Siobhan Perricone, Systems Developer

Agency of Natural Resources

email: [siobhan.perricone@state.vt.us](mailto:siobhan.perricone@state.vt.us)

phone: 802-241-3433