How to Access the Water Conservation Annual Report

Go to:

http://www.twdb.texas.gov/conservation/municipal/plans/ARs.asp

This will bring you to the Water Conservation Plan Annual Reports page. Click on Conservation Annual Report (new Users):

On the next page, click on Secured Access (requires registration and login).
This should bring you to the Application Program List page.

Click on Water conservation. This should bring you to the WLUC (Water Loss, Use and Conservation) Home Page. At the top, click on the Water Conservation tab.
Now you should be on the Water Conservation Home Page. Click on the Request Access tab.

This should bring you to a page which invites you to select the box in the Utility List for each Utility you wish to access. In the Utility Name Filter box below, type in the name of your utility and hit enter. Or, you can search by your PWS ID, without the TX in front of it.

Once filtered, click in the box to select your utility then click on the Submit button in the gray bar above.
You will be asked if you wish to continue and you should click on Continue Submit in the pop-up box.

![Image of a pop-up box]

You will then get a message letting you know that your request has been sent and that you will receive an email letting you know when it has been processed (usually very quickly).