Basic Instructions on Using the Licence Viewer

Please be patient when using this application, at times refreshing a page may take a few seconds.

You can refer to the Using this Site or 🕐 buttons at anytime to get more detail on using this application.

You can search for Licenses & Registrations in a specific area in the South Saskatchewan River Basin by using Water Management Areas or Legal Locations.

Searching Water Management Areas

A) To see all WMA's

Under *Selection Tools* click on the box beside *"Show WMA'S"* A green check box will appear

B) To choose a specific WMA

Click on the Choose a WMA Button Click on the WMA you are interested in Click on the Zoom to WMA Button

C) **Displaying Licenses & Registrations**

Under Map Contents choose what information you would like to see.

Click on (+/-) signs to expand/shrink the types of information. Check the boxes besides the information, a green check mark will appear when you have turned that information on. You will see symbols on the map.

Information on Individual Documents

If you roll your mouse pointer over and pause over the symbols, you will get information on the licence. Click on the <u>Click here to Download</u> link to open the document viewer. Follow instructions in new window to see the document. Close screen to go back.

C

Information on More than one Document

Click on the R Button beside Select by Polygon

You will be drawing a shape around the licenses/registrations you are interested in. Move over to map with mouse and click once, than let go. Continue moving the mouse and a line will be drawn behind the cursor. Click once again to finish that side. Then drag the line where you want, than click again, keep moving and clicking until you are around the symbols you are interested in. Once you have drawn the area in which you are interested, double click to stop.

You will see the symbols of the Licenses & Registrations you selected highlighted

Click on Show Report button to see a summary of all the documents. Once Report is opened you will be able to save and print your file.

Searching Legal Locations Using the Alberta Township System

ATS System

Click on the 🐻 Button

Enter your legal location. (Select the correct meridian) Press Zoom button

Proceed to Item C above Displaying Licenses & Registrations