

ePermitting How to....

Submit an Operation Transfer Request

If you wish to request conversion of an Environmental Resource/Surface Water Management Permit to the operation phase and transfer to the operating entity, you may submit the request online at www.sfwmd.gov/ePermitting

If you do not have an account, you must first register as a user. In order to establish a new user account, click on the **Create Account** icon. Registered users can simply click on the **Login** icon.

Once you have completed the user registration process, continue to the main ePermitting screen to log into the system. Click on the **Environmental Resource** function under **Compliance Reporting** listed in the menu on the left hand side of the ePermitting Home Page to make your selection.

Please use the provided application navigation.
Use of the browser's navigation buttons will result in corrupted data.

☒ Do you want to create a new compliance data submittal?
* Select the Permit Type:
☒ Environmental Resource Permit [ERP Compliance Screen Help](#)
☐ Water Use Permit

☐ Do you want to update/delete a pending submittal?

Select the button to **create a new** or **update/delete a pending submittal**. Any pending submittals will be listed.

Specify an application or permit # search, and then enter the number below.

☒ Application ☐ Permit

[?](#)

Search for the application or permit number you wish to transfer.

ERP Compliance Compliance Management

Application Number: 030328-7 [?](#)
 Permit Number: 13-01931-P [?](#)
 Project Name: ISLANDS AT DORAL PHASE 2 [?](#)

Comments:

Please select the deliverables for which you are submitting information. All deliverables previously submitted will continue to show as outstanding until officially accepted by the South Florida Water Management District. [See below for links to Compliance forms.](#)

☒ Engineering Deliverables [?](#)
☐ CONVERSION/TRANSFER
 Due Date: 05/26/2004

FileName	Size	
13-01931-p_plats.pdf	4 MB	delete
13-01931-p_convtransreq.pdf	77 KB	delete
13-01931-p_assocdocs.pdf	8 MB	delete

Many operation transfers include more than one application. Choose one and list additional applications in the **Comments** field.

Check the **CONVERSION/TRANSFER** box under **Engineering Deliverables**.

Upload pdf files using the **Attach Files** function.
 Note: Links to compliance forms are available to complete and attach.

When ready to submit, select *Verify and Submit Compliance Package*. Click the **Continue** button.

Check the box *I agree to the above* and click the **Submit** button.

Compliance Management

What compliance activity would you like to perform? (Select one)

☐ Exit Compliance Package ☐ Print ERP Compliance Form

☒ Verify and Submit Compliance Package

This confirms the completion of your compliance submittal.

Statement of Agreement

I hereby agree to electronically submit this application in accordance with the [Electronic Transaction Agreement](#).

☐ I agree to the above

A confirmation screen displays that provides a **Submittal confirmation number** for your records.