



# SIGNATURE REQUIREMENTS FOR RRA FORMS

Reclamation Reform Act of 1982 (RRA)

This Fact Sheet explains the signature requirements for RRA certification, reporting, and declaration forms, and irrevocable elections.

## CERTIFICATION, REPORTING, AND DECLARATION FORMS

Signatures are required to legally validate information submitted by landholders on these forms. If an RRA form is not signed by all the proper parties, a landholder's land could be declared **ineligible** to receive Bureau of Reclamation (Reclamation) irrigation water. All RRA forms require **original** signatures. However, multidistrict landholders may submit the original form(s) with original signatures to one district and provide copies of the signed form(s) to the remaining districts. The district name where the original form(s) is filed should be circled in the Landholding Summary section of the standard form on both the original and copies.

**FORM 7-2180--Certification of Individual's Landholdings**

**FORM 7-2190--Report of Individual's Landholdings**

**FORM 7-2180EZ--"EZ" Certification of Individual's Landholdings**

**FORM 7-2190EZ--"EZ" Report of Individual's Landholdings**

The landholder whose landholding is being identified **must** sign the RRA form. In the case of a married couple, **both spouses** must sign the RRA form, even if the land is not held jointly. Both signatures are required because this RRA form is a declaration that all nonexempt irrigable and irrigation acreage of both spouses (and any dependents) has been identified. If land is not held jointly by the spouses, the landholder can add the phrase "the land is the sole and separate property of" above his/her signature. However, **BOTH** the husband and wife still must sign the form.

Married couples also have the option of using a Spousal Signature Authorization to authorize one spouse to sign for the couple and dependents. A copy of the Spousal Signature Authorization must be filed with **each district** to which the RRA form is submitted and must be in full force and effect **prior to** the execution date of the RRA form. The completed Spousal Signature Authorization must be kept on file with the couple's RRA form(s).

The Spousal Signature Authorization **cannot** be used to authorize someone other than the spouse to sign the couple's RRA form. However, in general, if permitted by State law, a power of attorney document may be used to specify who may sign an RRA landholder form.

If a power of attorney is used, a copy of the authorizing document **must be filed** with each district to which the RRA form is submitted and kept on file with the landholder's RRA form(s). The power of attorney must either provide for overall rights for the person to act on behalf of the landholder or specifically address the right to sign RRA forms for the landholder.

**FORM 7-2181--Certification of Entity's Landholdings**

**FORM 7-2191--Report of Entity's Landholdings**

If the entity is a partnership, joint tenancy, or tenancy-in-common, **all** partners, joint tenants, or co-tenants **must** sign the RRA form. The only exception is if a particular individual(s) has(have) been authorized in a written Entity Signature Authorization to sign for all the part owners.

A copy of the Entity Signature Authorization must be filed with **each district** to which the RRA form is submitted and must be in full force and effect **prior to** the execution date of the RRA form. The completed Entity Signature Authorization must be kept on file with the entity's RRA form(s).

If the entity is a **corporation**, the documents establishing the corporation should specify the officers who are authorized to carry out business activities, such as signatory authority, for the corporation.

**FORM 7-2184--Certification of Religious or Charitable Organization's Landholdings**

**FORM 7-2194--Report of Religious or Charitable Organization's Landholdings**

RRA forms submitted for a religious or charitable organization **must** be signed by an officer or authorized agent from the part of the organization that is submitting the form.

**FORM 7-21PE--Declaration of Public Entity's Landholdings**

RRA forms submitted for a public entity **must** be signed by an official or authorized agent of the public entity.

**FORM 7-21TRUST--Declaration of Trust's or Estate's Landholdings**

Trustees **must** sign RRA forms submitted for trusts. Executors or administrators **must** sign RRA forms submitted for estates. In the event that a trust or estate has more than one trustee, executor, or administrator at the time the form is completed, **all** trustees, executors, or administrators must sign the RRA form unless the trust or documentation establishing the estate provides for one person to sign for the trust or estate. A copy of the authorizing provision **must be filed** with each district to which the RRA form is submitted and kept on file with the trust's or estate's RRA form(s).

**FORM 7-21FARMOP--Declaration of Farm Operator Information**

If the farm operator is an entity and that entity is a partnership, joint tenancy, or tenancy-in-common, **all** partners, joint tenants, or co-tenants **must** sign the RRA form. The only exception is if a particular individual(s) has(have) been authorized in a written Entity Signature Authorization to sign for all the part owners. A copy of the Entity Signature Authorization must be filed with **each district** to which the RRA form is submitted and must be in full force and effect **prior to** the execution date of the RRA form. The completed Entity Signature Authorization must be kept on file with the farm operator's RRA form(s).

**FORM 7-21VERIFY--Verification of Landholdings****FORM 7-21XS--Designation of Excess Land****FORM 7-21FC--Selection of Full-Cost Land**

For INDIVIDUALS, the same rules apply as stated for Forms 7-2180, 7-2190, 7-2180EZ, and 7-2190EZ. For ENTITIES, RELIGIOUS OR CHARITABLE ORGANIZATIONS, PUBLIC ENTITIES, AND TRUSTS OR ESTATES, the same rules apply as stated for Forms 7-2181, 7-2191, 7-2184, 7-2194, 7-21PE, and 7-21TRUST, as applicable.

**GENERAL NOTES ON SIGNING RRA FORMS**

1. A Spousal Signature Authorization or an Entity Signature Authorization can be used on a **prospective basis only**. Consequently, neither can be used to correct signature problems that occurred in the past.
2. A Spousal Signature Authorization or Entity Signature Authorization **cannot** be used to authorize district personnel to sign RRA forms for landholders.
3. Both Spousal Signature Authorizations and Entity Signature Authorizations **must be notarized**.

**IRREVOCABLE ELECTIONS**

For **INDIVIDUALS**, both the landholder and spouse (if applicable) **must** sign the irrevocable election. For **PARTNERSHIPS, JOINT TENANCIES, or TENANCIES-IN-COMMON**, each partner, joint tenant, or co-tenant **must** sign the irrevocable election. The only exception is when a power of attorney document has been employed. In such cases, a copy of the power of attorney document **must accompany** the irrevocable election. For entities that are **CORPORATIONS**, an authorized official of the corporation **must** sign the irrevocable election and a copy of the corporate resolution authorizing the irrevocable election **must accompany** the irrevocable election.

Individuals who are making an irrevocable election and have identified **wholly-owned corporations** on their irrevocable election **must** sign on their own behalf as individuals and sign again as an officer(s) of the corporation acting on behalf of the corporation. In such cases, a copy of the corporate resolution authorizing the irrevocable election **must accompany** the irrevocable election.

**L Neither the Spousal Signature Authorization nor the Entity Signature Authorization may be used to satisfy the irrevocable election signature requirements.**

### NEED MORE INFORMATION?

For questions about:	See Fact Sheet:
What RRA form(s) should be filed by a: Qualified Recipient Limited Recipient Prior Law Recipient	5 7 9
What are the exceptions to the RRA forms requirements	1
How to determine your RRA status	2
Irrevocable elections	3

If you have questions concerning signature requirements for other RRA related documents or need copies of RRA forms, Spousal Signature Authorizations, Entity Signature Authorizations, or irrevocable elections, contact your district or the appropriate Reclamation office. Also visit [www.usbr.gov/rra](http://www.usbr.gov/rra) for more information.

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Mission of the Bureau of Reclamation: To manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

The Department of the Interior has established a 24-hour toll-free telephone number (1-800-424-5081) for anyone wishing to report suspected violations of the Reclamation Reform Act of 1982 (RRA). Anyone reporting suspected violations will be protected under Federal privacy laws.

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