## **Opening Well Report Forms in a New Tab**

- 1. From the VTANR Online Form Finder page, search for the form you want to submit.
- Right click on the form name (e.g., "Well Completion Report") and select "Open link in new tab". PC shortcut: Hold the Ctrl key while you left click the form name. Mac shortcut: Hold the Command (郑) key while you left click the form name.

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name of the form in the Form Search area. If you are not sure which forms you need, describe the activity you are looking to in the Form Search area and the system will recommend the forms that may be needed.	Form names Keywords Description of the act Matching forms will app well completion repor	(† 12) 12)	Add to Collections Share Block element	•	-						l
Once the appropriate forms are identified, click on the name of a form to view the details of that form and to initiate the form submission process.	Recommended F Based on your description Well Completion Re		LastPass Inspect	×							
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## This will open a separate tab in your web browser for the well report form:

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- 3. Fill out and submit your report as usual.
- 4. When you have finished filling out and submitting your report, you can simply close the report form tab (not the entire window). This will bring you back to the Form Finder tab. Return to step 2 for next submission.

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Comments and	you actually submit the form in the 'Certify & Submit' step. At the time of submission, it will be transmitted to ANR/NRB (Act 250) and it will become part of the public record, accessible per the Vermont Public Records Act.								
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