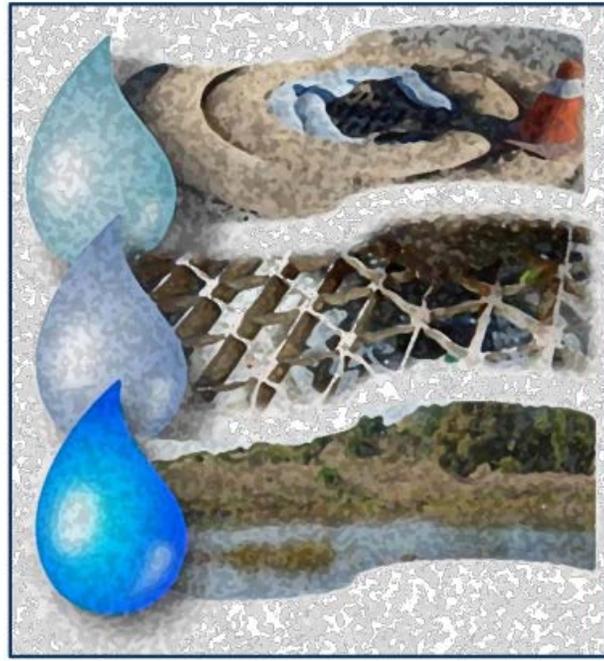




**STATEWIDE INDUSTRIAL GENERAL PERMIT  
DISCHARGER'S GUIDE TO THE STORM WATER MULTIPLE APPLICATION AND  
REPORT TRACKING SYSTEM (SMARTS) DATABASE**

**EAUTHORIZATION FORM**



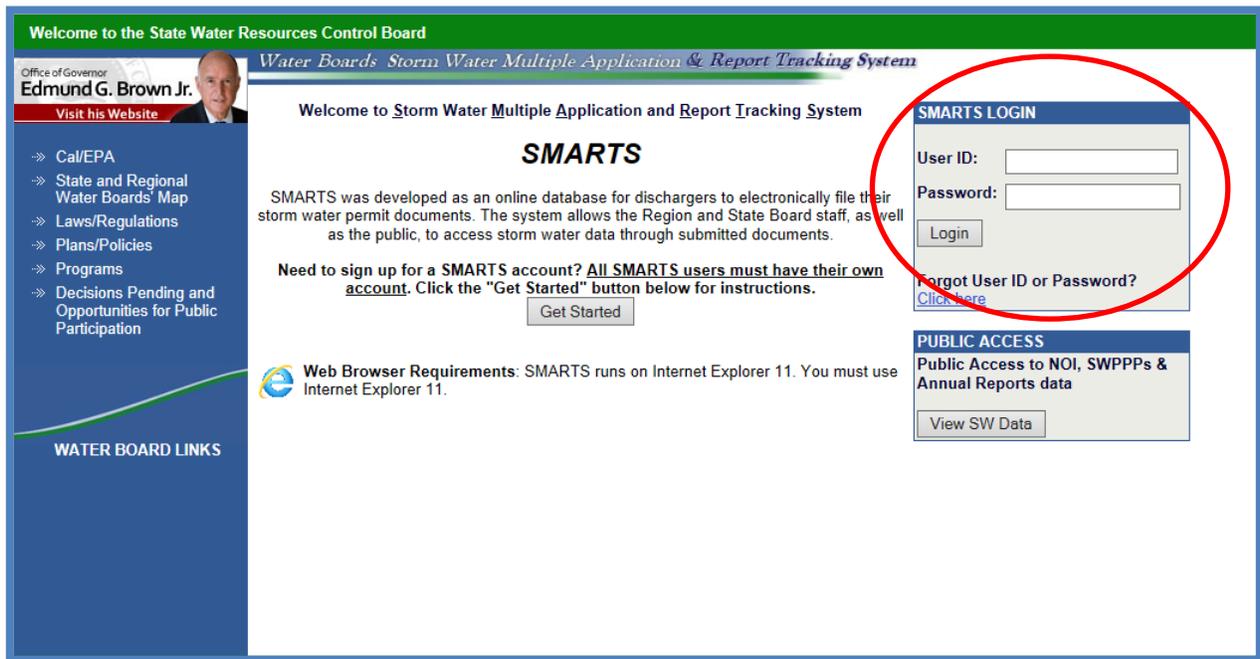
**Last Revised: June 08, 2016**

**Locating the eAuthorization Form (eAuth):**

eAuthorization forms are required to be completed by the Legally Responsible Person (LRP) or Duly Authorized Representative (DAR) for the Organization. The eAuth form needs to be on file to certify reports, Changes of Information (COIs), Notice of Terminations (NOTs), and other documents in SMARTS.

1. Please have the LRP or DAR log into SMARTS: <https://smarts.waterboards.ca.gov>

Please use SMARTS in Internet Explorer 11



2. From the Main menu select "Update User Profile":



3. The eAuthorization form hyperlink will be available if there is not a form on file. The LRP or DAR is required to have one for every organization they are associated with.

**Water Boards Storm Water Multiple Application & Report Tracking System** Help [Logout](#)

You are logged-in as: [User Name] | If this account does not belong to you, please log out. Navigate To: [Dropdown]

### User Account Details

This page allows you to enter or edit your user account details. Enter and edit the details as needed in the fields below and click on "Save" button to save the details. [Back to Main Menu](#)

User ID: [Field]  
First Name: [Field] \* 2  
Middle Name: [Field] 2  
Last Name: [Field] \* 2  
Phone: [Field] (999-999-9999) Ext: [Field]  
Title: [Field]

**Associated Organizations:** The following are the organizations associated with your user account. In order to start a new / view existing Change of Information of an organization; Click on Start/View COI link of the corresponding organization.

Name	Address	Role	COI	Delink Organization	eAuthorization Form
California 123	123 Book it Sacramento CA 95814	Legal Responsible Person of the Organization	<a href="#">Start/View COI</a>	<a href="#">Delink</a>	<a href="#">Print eAuthorization Form</a>
Test	1001 I Street Sacramento CA 95814	Legal Responsible Person of the Organization	<a href="#">Start/View COI</a>	<a href="#">Delink</a>	

**Associated COIs for your organizations:** Click on COI ID to view the corresponding Change of Information details.

COI ID	Organization Name	Submitter	COI Date	COI Status	Delete COI
<a href="#">25289</a>	Test			Not Submitted	<a href="#">Delete</a>

© 2015 State of California. [Conditions of Use](#) [Privacy Policy](#)

4. Once the linked is selected the file will download as a pdf and you will print the form<sup>1</sup>.

5. The original form will need to be signed in wet blue ink and sent to the address provide on the form.

**Regular Mailing Address:**

SWRCB  
Storm Water Section  
PO Box 1977  
Sacramento, CA 95812-1977

**Overnight Mailing Address:**

SWRCB  
Storm Water Section  
1001 I Street – 15th Floor  
Sacramento, CA 95814

6. Once the form has been received and processed, you will receive an e-mail confirmation that you can certify documents.

<sup>1</sup> **NOTE:** If using another browser besides Internet Explorer 11 the file will not download correctly. The download will be a .jsp file type. This file type can be saved and the file extension can be saved as a pdf which will display the form properly.