



## Adding a Comment to an Application...

1. To determine if an application is in public comment phase you can:

- 1.1. Search for “Public Comment”. Click on the application and it will take you to the upload page.
- 1.2. On the search page under Status/Phase it will show if it is in “Public Comment” and give you the deadline date




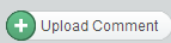
File No.	Undertaking	Submission Type	Applicant	Status/Phase	Water Source	Traditional Territories ▲
MM13-019	Municipal	Renewal	GY - Community Development	Public Comment (Deadline: 2014-02-28)	Copper Joe Creek	Kluane, White River

2. In the top tool bar there is also a “Comments” button you can click on. This filters you to only applications in the public comment phase. Select on the application you would like to comment on.



3. Select ‘Upload Comment’ on the right hand side of the header.



File No.	Applicant/Licensee	Undertaking	Status/Phase	Phase Deadline	Submission Type	
AG04-028-3	Gordon Sinclair	Agriculture	Application (Public Comment)	2014-08-21	Amendment	

4. Type in a ‘File Description’ and then “Choose File” and browse for the file you would like to upload. Once you have selected your file, then you select “Upload File”.

**Upload a Comment** ✕


*All comments must include a mailing address, phone number, and if possible an email address or they cannot be accepted.*

File Description (Optional)

File Name  
 No file chosen  
20MB Max upload size

5. Your Comments will appear in the ‘Documents Pending Review’ header

### Documents Pending Review

Document Type	Load Date	File Type	Size	Remove
Public Comment	2012-06-25	pdf	30 K	



# Yukon Water Board WATERLINE

[www.yukonwaterboard.ca](http://www.yukonwaterboard.ca)

*August 2014*

6. You will receive an email notification confirming the receipt of your comments; others will not be able to see your comments until it has been reviewed by the Water Board. Comments can be viewed in the exhibit list under Section 5.1 "Interventions".

## Instructions

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All comments must include a mailing address, phone number, and if possible an email address or they cannot be accepted.