

New Permits to Drill - Overview

1. Complete applications consist of LT1, MD-10-R-1, AFLN-1, Plat
 1. Some applications have optional documents – affidavits, etc.
2. Verify information is complete- signed by District; signed by BR engineer; receipt dates; location details on form match plat; invoice is appropriate amount and payment received
 1. Location description must reference section lines or monument
3. Assign serial number and API
 1. Serial number is next in sequence from blue book
 2. API is assigned by surface location – state, parish (or offshore area) sequence code. Maintained in spreadsheet- tab for each parish/offshore area
F:\OoC\Eng\Engineering\RegulatorySection\PermitsSection\DrillingPermits
“API – Well Permit Register – Form-DMH – [YEAR]”
4. Key in data; generate letter and permit
 1. See attached – New Permits to Drill Data Entry
5. Create folder with label
6. Distribute generated permits and letter (print 3 letters)
 1. Operator – permit, letter, guidance letter
 2. District – permit, letter
 3. Well Files – permit, letter, application, folder
 4. Book - obsolete

Permit Fees

Depth	6-month	1-year
≤ 3,000'	\$126	\$252
3,001 – 10,000'	\$631	\$1,262
≥ 10,001'	\$1,264	\$2,528