

Section J – Forms Required for the Movement and/or Storage of Liquid Hydrocarbons

General Forms Required for Reporting the Movement and/or Storage of Liquid Hydrocarbons.....	2
Additional Associated Documents	3
Questions and Answers Pertaining to Monthly Transportation and Storage Report.....	4
General Instructions for Filing Form T-1	5
CORRECTED REPORTS	6
Form T-1 – Monthly Transportation and Storage Report	7
Forms and Materials Required to Obtain a Pit Permit.....	17
Questions and Answers Pertaining to Pit Applications and Reporting.....	18
H-11 – Application for Permit to Maintain and Use a Pit	21
CF-1 – Commercial Facility Bond	23
CF-2 – Irrevocable Standby Letter of Credit.....	25
Form P-18 – Skim Oil/Condensate Report	27
Forms and Materials Required to Obtain a Reclamation Plant Permit	29
Questions and Answers Pertaining to Reclamation Plant Applications and Reporting.....	30
Form R-9 – Application for Permit to Operate a Reclamation Plant	31
Form R-2 – Monthly Report for Reclaiming and Treating Plants.....	33
Form R-2 Receipt Example	35
Forms Required by Refineries.....	36
Questions and Answers Pertaining to Refinery Report	36
Form R-1 – Monthly Report and Operations Statement for Refineries.....	37
Forms Required by Gas Processing Plants	41
Form R-5 – Certificate of Compliance.....	42
Form R-6 – Application for Certificate of Compliance	43
Form R-3 Monthly Report for Gas Processing Plants.....	44
Summary of Form R-3 Balancing Conditions	49
Forms Required by Underground Storage of Natural Gas Operations for Monthly/Annual Reporting.....	52
G-3 – Gas Storage Data Sheet	53
Annual Gas Storage Operator Report	56

General Forms Required for Reporting the Movement and/or Storage of Liquid Hydrocarbons

Check List	Form	Authorization
<input type="checkbox"/>	P-5	SWR 1 - Organization name to be filed and records kept.
<input type="checkbox"/>	T-1	SWR 59 - Monthly transportation and storage report. Original report filed in Austin office. Due the last day of the month following the month of operations.
<input type="checkbox"/>	T-1 (Page 1)	Overview – Beginning stock, total receipts from leases, receipts from other sources, deliveries, and stock end of month.
<input type="checkbox"/>	T-1 (Page 1A)	Receipts from Other Sources
<input type="checkbox"/>	T-1 (Page 1B)	Deliveries
<input type="checkbox"/>	T-1 (Page 2)	Receipts from leases – Must correspond to amounts reported on production reports (PR)
<input type="checkbox"/>	T-1 (Page 3)	Detail statement of stock on hand

Additional Associated Documents

Check List

Form

Authorization

P-3

SWR 58 – Report of recovered frac or load oil.

- A) Filed by producer of well being fraced. Copy sent to gatherer prior to movement of recovered frac material.

OM
(Oil Movement Letter)

Letter of Authority – Required for movement of waste oil. Issued by compliance section of RRC.

P-18

SWR 56 – Monthly scrubber oil and skim hydrocarbons report.

H-8

SWR 20 – Crude oil, gas well liquids or associated products loss. Notification of fire, breaks, leaks, or blowouts.

R-1

SWR 60 & 61 – Monthly report and operations statement for refineries. Due by the 15th of the month following the month of operation.

Other Forms That May Be Applicable

P-4

- A) If gathering from leases.

SWR 58 – Producer's certificate of compliance and authorization. Letter of approval sent to operator and gatherer by RRC.

Questions and Answers Pertaining to Monthly Transportation and Storage Report

Questions Pertaining to (Form, Rule, Procedure)	Question	Answer	Contact
T-1	Who should file the T-1 report?	The company who physically moves or stores crude or condensate should file a T-1 report.	Production 512-463-6726
T-1	Who should file the T-1 report if a company is buying and selling material but not moving it?	If a company is only buying and selling material (liquid hydrocarbons) they would not be responsible for filing the T-1 report. The T-1 report would be filed by the company moving the liquids.	Production 512-463-6726
T-1	Who should file the T-1 report if a company is hiring a contract hauler to transport their material?	If a company hires a contract hauler to move their material (by contract hauler, meaning never takes title to this or other liquid hydrocarbons and is paid only for transportation of the material) the T-1 report would be filed by the company who hires the contract hauler.	Production 512-463-6726
T-1	When should products be reported on the T-1 report?	Products should be reported on the T-1 report and identified as a product when a refined material is mixed with crude or condensate.	Production 512-463-6726
T-1	Why file the T-1 report if there was no transaction made for a given month?	The T-1 must be filed if there is stock on hand. File zero report if no stock on hand to inform the RRC that the company is still active but had no transaction for a given month.	Production 512-463-6726
T-1	How can someone find out how much gas (MCF) was moved by a company?	The gas (MCF) movement is not traced as is the liquids. The gas is not reported on the transportation report.	Production 512-463-6726
T-1	How can someone obtain the RRC Number required in Column 3 of Page 1-A and Page 1-B of the T-1	A good source should be to contact the company delivering or receiving the material. If no number is available, contact the T-1 audit section of the RRC.	Production 512-463-6726
T-1	OFFSHORE LEASES OR GAS WELLS Can the operator allocate from the sales point on shore back to each operator and/or individual wells and leases then report this on the Form PR? (An allocated amount of the line fill is often erroneously reported as stock on Form PR.)	We would ask that prior to operation, the companies involved in any offshore reporting send a detailed map of the offshore facilities with a letter of explanation for the Commission to review.	Production 512-463-6726
T-1	When can the overage and shortage lines in the delivery section of the T-1 be used to balance the	The purpose of the overage and shortage section is to adjust temperature variation. This amount should not exceed 1% of the total deliveries.	Production 512-463-6726
T-1	How do I file my receipt from leases (Page 2) if a RRC Lease # or Gas ID # has not yet been assigned?	File using the drilling permit number in column number 3.	Production 512-463-6726

General Instructions for Filing Form T-1

The Commission is charged with regulating the gathering and transportation of crude/condensate. To make its regulation effective, it has adopted a Form T-1, "Monthly Transportation and Storage Report," that shows receipts and deliveries of crude/condensate through blending, commingling, or other upgrading process, the volume of crude is increased so that additional support identity is needed. This means any product blended must be reported on T-1 and receipts properly supported. As a general rule, any crude, condensate, and/or non-refined products (that enter the "crude stream" of a transportation system prior to the refining operation) shall be reported on Form T-1. The word "products" used here and as stated in Statewide Rule 59 (D)(1) and (2) means natural hydrocarbon liquids as distinguished from refined products. Any refined products that do not enter or are not commingled into the "crude stream" of a transportation system prior to the refining operation shall not be reported on Form T-1.

The following general instructions are for your assistance in the preparation of Form T-1:

1. The main purpose of the Form T-1 is to trace the physical movement of liquid hydrocarbons (crude/condensate) and not the purchasing and selling of materials.
2. Notify the Commission in writing when you will no longer be filing a Form T-1 report. Be sure that all stock on hand has been disposed of before you cease filing.
3. These original reports are filmed as a permanent record and must be original or of original quality, with an original signature, current certification date and telephone number. Show a good, clear, original signature and type the name next to the signature. The report should be typed or written in black or blue ink. Red ink or pencil will not film.
4. All forms prepared on automatic data processing equipment must have Commission approval prior to initial filing; otherwise RRC forms should be used.
5. File a separate page for each district in each page category (1A, 1B, 2, 3). If you use only the Page 1 to report receipts from other sources or deliveries, indicate the district for each movement. Read and follow the instructions on the reverse side of each page of the form.
6. Page 1 must balance as follows: Opening stock, plus receipts minus deliveries should equal closing stock on hand. The purpose of overage and shortage is for temperature variation only, and should not exceed 1% of your total deliveries. Subtract out overages and add in shortages.
7. Any losses reported on Form H-8 resulting from fire, leak, spill, or break in facilities should be shown on Page 1B as a delivery with a short explanation and referencing on the date of the loss.
8. No gatherer or transporter shall make a receipt on Page 1A of Form T-1 of crude and/or condensate, or other material to be blended and delivered as crude or blended crude without proper support (such as Railroad Commission assigned facility number or a letter of authority granted by the Railroad Commission of Texas Compliance Section). Receipts made without proper support may be subject to confiscation by the Commission.
9. Refined products should not be reported on the Form T-1 unless they are combined with crude oil. They should then be reported as a separate receipt and specifically identified as to type of product.
10. Upon receipt of discrepancy letters, contact the other company involved and resolve the difference. The company in error should file a corrected report. On a copy of our discrepancy

letter indicate, in a marginal note, how you will resolve the discrepancy and return this copy to the undersigned.

11. Upon receipt of delinquent letters, contact the undersigned by phone or letter as to the reason for the delay.
12. Show one receipt only for each lease or I.D. or commingled permit number on Page 2. Do not report receipts from oil leases by individual well number.
13. You should make no receipts from leases on Page 2 unless you are the authorized gatherer as shown on Commission Form P-4 filed by the operator and approved by the Commission. The transporter will receive notification of approved P-4 by the Railroad Commission. The only exceptions to an approved Form P-4 would be a temporary gatherer letter or a special clearance issued prior to assignment of an allowable for movement of test oil.
14. Indicate with Drilling Permit Numbers, in the Gas Well Identifier column, those leases for which numbers have not yet been assigned. Show the correct lease or I.D. number as soon as notification of same has been made.

CORRECTED REPORTS

1. Corrected report must also be original or of original quality with a current date and an original signature (name stamps and initials are unacceptable).
2. A completed Page 1 must be filed with all corrections.
3. Show only the corrected data on Pages 1A, 1B, and 2. A complete refiling of the original report is not necessary. Example:
 - a. Was Reported As: (List exactly as shown on original report.)
 - b. Should Be Reported As: (List the correct information.)
 - c. Was not Reported: (List the information that was left out of the original report.)
4. When deleting incorrect data, show the same information as on the original report with a zero receipt/delivery.
5. When moving a receipt from one district to another, show a zero receipt/delivery in the incorrect district and the correct amount in the proper district.

Form T-1 – Monthly Transportation and Storage Report

RAILROAD COMMISSION OF TEXAS
OIL AND GAS DIVISION
MONTHLY TRANSPORTATION AND STORAGE REPORT

Form T-1
Page 1
(Rev. 3-22-72)

Operator Ace Trucking Company Month November 20 XX
Address Box 1282 Registration No. 06 - 6666
Street or Box

Linden Texas 68203 Corrected Report
City State Zip Code

BALANCE AVAILABLE FOR MOVEMENT (BEGINNING OF MONTH)	Must match closing stock from previous month's report.	BARRELS
FROZEN STOCK		5,085
LIQUID HYDROCARBONS IN LINE		-
TOTAL STOCK 7 A.M. (BEGINNING OF MONTH)		5,085

RECEIPTS FROM LEASES		Must match totals shown on Page 2.	BARRELS
RECEIPTS FROM LEASES - CRUDE			6,209
RECEIPTS FROM LEASES - (LIQUIDS FROM GAS WELLS REPORTED BY PRODUCER ON FORM P-2)			676
TOTAL			6,885

RECEIPTS FROM OTHER SOURCES				Currently Form PR
1. RECEIVED FROM	2. FACILITY NAME	3. RRC Number	4. Actual Receipts	
See Attached Page 1 - A			15,575	
Page 1-A to be used when sufficient space not available on Page 1.		Must match totals shown on Page 1-A.		
TOTAL			15,757	
TOTAL ALL RECEIPTS			22,460	
STOCK FIRST OF PERIOD PLUS RECEIPTS			27,545	

DELIVERIES			
1. DELIVERED TO	2. FACILITY NAME	3. RRC Number	4. Actual Deliveries
See Attached Page 1 - B			3,750
Page 1-B to be used when sufficient space not available on Page 1.		Must match totals shown on Page 1-B.	
TOTAL			3,750
OVERAGE			-
SHORTAGE			-
TOTAL DELIVERIES			3,750
TOTAL STOCK END OF MONTH (DETAIL ON PAGE 3)			23,795
FROZEN STOCK			-
LIQUID HYDROCARBONS IN LINE			-
BALANCE AVAILABLE FOR MOVEMENT (END OF MONTH)			23,795

Certificate
I declare under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this report, that this report was prepared by me or under my supervision and direction, and that data and facts stated therein are true, correct, and complete, to the best of my knowledge.

Signature _____
Date Dec. 16, XXXX Title President
Telephone No. (214) 454-XXXX
Area Code Number

Current certification date and original signature required on all forms.

Must match stock shown on Page 3.

A. Time and Place of Filing –

This report shall be filed with the Railroad Commission at Austin, Texas, on or before the last day of the calendar month following the month covered by the report. One copy of this report shall be filed in each District Office in which the transporter operated, covering the operations for that district.

B. Order of the Report –

Page Number 1 shall be a complete recap of Pages 1-A, 1-B, 2, and 3.

C. Volumes –

All volumes of crude oil, condensate, and/or products shall be reported in net barrels and computed by Commission approved methods of measurement.

Do not use fractions of barrels in this report.

D. Specific Instructions –

See detailed instructions on reverse side of Pages 1A, 1B, 2, and 3.

E. Corrected Reports –

1. Any corrections made to Form T-1 must be made to the report covering the month in which the error was made. Prior month adjustments may not be made on current reports.
2. A corrected Page 1 showing current certification date and signature must be filed with a correction to any portion of the report whether totals are changed or not.

F. General Instructions –

Show receipts and/or deliveries in the reporting period that the transfer was initiated.

Statewide Rule 59 (D) (1) (2)

(1) Each gatherer, transporter, storer, and/or handler of crude oil and/or products shall file with the Commission on or before the last day of each calendar month a report, "Monthly Transportation and Storage Report", showing the required information concerning the transportation operations of such gatherer, transporter, or storer for the next preceding month. Such form is incorporated in and made a part of this rule.

(2) The original of the report, covering all of the operations of the gatherer, transporter, storer, and/or handler of crude oil and/or products, shall be filed in the Austin Office of the Commission. One copy of the report shall be filed in each District Office in which the gatherer, transporter, storer, and/or handler of crude oil and/or products operates, but may include only the information pertaining to the operations in that District in which it is filed.

Note:

Effective December 29, 1994, the Commission no longer requires filing copies of the Form T-1 to Commission district offices.

The original of the Form T-1, covering all operations, is required to be filed in the Austin office of the Commission. Statewide Rule 59 and the Form T-1 are being reviewed for revisions.

RAILROAD COMMISSION OF TEXAS
OIL AND GAS DIVISION
MONTHLY TRANSPORTATION AND STORAGE REPORT

Form T-1
Page 1-A
(Rev. 3-22-72)

Separate Page 1-A must be used for each district.

Month _____ 20 _____

Operator Ace Trucking Company Registration No. 06 - 6666

Address Box 1282 RRC District 06
Street or Box

City _____ State _____ Zip Code _____ Sheet No. 1

RECEIPTS FROM OTHER SOURCES

1 RECEIVED FROM	2 FACILITY NAME	3 RRC Number	4 Actual Receipts
<u>FRAC OIL</u>			
Arrow Oil Company	Point Lease	06203	100
Brown Production	Dickerson Lease	06622	150
Dade Oil Company	River Tract 2	00306	125
<u>IMPORTS</u>			
Ken-Tex Oil Company (Crude) Box 603 Shreveport, Louisiana 405-666-XXXX	Louisiana	—	5,000
Blair Trading Company (#6 Fuel Oil Used for Blending) 603 Front Street Hobbs, New Mexico 606-483-XXXX	New Mexico	—	4,000
<u>OTHER</u>			
Clay Pipe Line Company	Centerpoint Station	T-1 06 - 0203	3,000
Karo Trucking	Jones Facility	T-1 05 - 0102	2,200
Waco Oil Company	Ship Ballast	Use Oil Movement Authority Number. Ex: OM# 08-1782	1,000
TOTAL DISTRICT 06			15,575

Work oil receipts must be supported by Form P-3.

Include Form associated with this number: ie. T-1, R-1, R-3, P-18

On imports, show type of material, company name, address, phone number, and point of origin.

A. **Order of the Report** – Preparation of Page 1A “Receipts from Other Sources” shall be in Commission District order, listed by categories of receipts in the following order:

1. **Frac Oil** – Liquid received on Form P-3 authority. Show Railroad Commission oil lease number or gas well identification number as shown on Form P-3 in Column 3.
2. **Imports** – Liquid received from another state or foreign country. (See Instruction D.)
3. **Other** – Receipts other than frac oil or imports.

Within each category, list receipts alphabetically by company.
Separate Page 1A sheets are required for each district.

B. **Volumes** – All volumes shall be reported in net barrels and computed by Commission approved methods of measurement. Do not use fractions of barrels in this report.

C. **Specific Columns** –

1. Column 1 shall reflect the company name from whom the liquid is received. Further, this shall be the company that will acknowledge the delivery on the appropriate Commission report.
2. The name of the facility where receipt is made.
3. The Registration or Serial number of the report of the facility that acknowledges this delivery. All numbers will include Form Designation, District Number, and Registration or Serial Number:
Example: GP-1 4-1621, T-1 6-21, EH 3 6-201. When a receipt other than an import or frac oil is made from a facility that does not have an assigned RRC number (Column 3), an explanation must be given on the report as to the source of the liquid and Commission authority covering this receipt.
4. The actual amount of receipts. (Net Barrels.)

Current
Examples:
R-3 04-1621,
T-1 06-2110,
P-18 08-1530

OM Letter

D. **Imports** – Receipts designated as “Imports” should specify in Column 2 the point or origin (state or foreign country) of the crude or products being imported.

Operator’s complete address & phone number are REQUIRED.

A. **Order of the Report** – Preparation of Page 1A “Receipts from Other Sources” shall be in Commission District order, listed by categories of receipts in the following order:

1. **Frac Oil** – Liquid received on Form P-3 authority. Show Railroad Commission oil lease number or gas well identification number as shown on Form P-3 in Column 3.
2. **Imports** – Liquid received from another state or foreign country. (See Instruction D.)
3. **Other** – Receipts other than frac oil or imports.

Within each category, list receipts alphabetically by company.
Separate Page 1A sheets are required for each district.

B. **Volumes** – All volumes shall be reported in net barrels and computed by Commission approved methods of measurement. Do not use fractions of barrels in this report.

C. **Specific Columns** –

1. Column 1 shall reflect the company name from whom the liquid is received. Further, this shall be the company that will acknowledge the delivery on the appropriate Commission report.
2. The name of the facility where receipt is made.
3. The Registration or Serial number of the report of the facility that acknowledges this delivery. All numbers will include Form Designation, District Number, and Registration or Serial Number:
Example: GP-1 4-1621, T-1 6-21, EH 3 6-201. When a receipt other than an import or frac oil is made from a facility that does not have an assigned RRC number (Column 3), an explanation must be given on the report as to the source of the liquid and Commission authority covering this receipt.
4. The actual amount of receipts. (Net Barrels.)

Current
Examples:
R-3 04-1621,
T-1 06-2110,
P-18 08-1530

OM Letter

D. **Imports** – Receipts designated as “Imports” should specify in Column 2 the point or origin (state or foreign country) of the crude or products being imported.

Operator’s complete address & phone number are REQUIRED.

A. **Order of the Report** – Preparation of Page 1B “Deliveries” shall be in Commission District order, listed by categories of receipts in the following order:

1. **Wholesale or Retail Outlets** – Bulk station, etc. See D. General Instructions, Item 1.
2. **Exports** – Liquid delivered to another state or foreign country. (See Instruction E.)
3. **Other** – Deliveries other than wholesale, retail, or exports.

Within each category, list receipts alphabetically by company. Separate Page 1B sheets are required for each district.

B. **Volumes** – All volumes shall be reported in net barrels and computed by Commission approved methods of measurement. Do not use fractions of barrels in this report.

C. **Specific Columns** –

1. Column 1 shall reflect the company name to whom the delivery is made. Further, this shall be the company that will acknowledge the receipt of the delivery on the appropriate Commission report.
2. The name of the facility where the delivery is made.
3. The Registration or Serial Number of the report of the facility that acknowledges receipt of this delivery. All numbers will include Form Designation, District Number, and Registration or Serial Number: Example GP-1 4-1621, T-1 6-21, EH 3 5-201.
4. The actual amount of the delivery. (Net Barrels.)

Current Examples:

R-3 04-1621, T-1 06-2100, R-1 05-2010, P-18 04-3600

D. **General Instructions**

1. It will not be necessary to give a detailed accounting of deliveries to wholesale or retail outlets if you properly identify these deliveries as a category on your report. (May be shown as one category and one amount.)
2. When delivery is made to a facility not required to have a Railroad Commission number, (other than outlets per General Instruction 1) a statement or explanation showing the purpose of delivery should be shown in Columns 2 and 3. (i.e. frac oil, road oil, etc.)

E. **Exports** – Deliveries designated as “Exports” should specify in Column 2 the destination point (state or foreign country) of the crude or products being exported.

Operator’s complete address & phone number are REQUIRED.

RAILROAD COMMISSION OF TEXAS
OIL AND GAS DIVISION
MONTHLY TRANSPORTATION AND STORAGE REPORT

Form T-1
Page 2
(Rev. 3-22-72)

Month November 20

Operator Ace Trucking Company Registration No. 6 - 6666

Address Box 1282 RRC District 06
Street or Box

Linden Texas 68203 Sheet No. 1
City State Zip Code

Separate Page 2
must be filed for
each district.

DETAIL OF RECEIPTS FROM LEASES

FIELD	RRC NUMBERS			BARRELS		
	1 OPERATOR LEASE	2 Oil Lease	3 Gas Well Ident.	4 Commingle Permit	5 Receipts	6 Adjustments
Bethany (6250)						
Haynes Oil Company						
Cleat	06204				345	
Davis	06205				1,000	
King Production						
Zephyr Commingled				6832	575	
East Texas						
Lark Petroleum						
Spring Hill Unit			046302		388	
Taylor Bros.	06308				288	
Mark Production						
Dade Commingled				6604	4,000	
Fox City						
Ajax Oil Company						
Zilker Gas Unit			048026		288	
TOTAL DISTRICT 06					6,885	

Do not show multiple receipts from one lease number, permit number or identification number.

Receipts must be shown in month which oil was moved. Do not make corrections from prior months on current month's reports.

Runs started in one month and completed in the following month must be reported in the month's report when the run was started.

- A. Order of the Report** – Preparation of Page 2, “Detail of Receipts from Leases”, shall be in Commission District order, alphabetically by field, alphabetically by operator within the field, and numerically by oil lease number, gas well identification number, or commingled permit number for each operator. Only one receipt shall be shown from each oil lease, gas well, or commingling permit. Separate Page 2 sheets are required for each district.
- B. Volumes** – All volumes of crude oil and condensate shall be reported in net barrels and computed by Commission approved methods of measurement. Do not use fractions of barrels in this report.
- C. Specific Columns** –
1. Column 1 shall reflect the correct field name, operator name, and lease name as shown on Commission records.
 2. The oil lease number (5 digits) as carried on Commission records (to be used on crude oil receipts).
 3. The gas well identification number (5 digits) as carried on Commission records (to be used on gas well liquid receipts).
 4. The Commission assigned commingling permit number (4 digits) if applicable. Do not show lease numbers or identification numbers if commingling number is used.
 5. Column 5 shall reflect net receipts.
 6. All cumulative transporter-runs from leases in excess of allowable plus legal storage shall be set out in the “Adjustments” column of Page 2. Cumulative overrun from a lease in excess of 5% of the lease’s monthly allowable shall be made up immediately. If cumulative overrun has been reduced from the pre-vious month, indicate this by an asterisk (*)following the cumulative total. The “On Hand End of Month” as reported by producer on Form P-1 less cumulative overproduction will be accepted as support for the transporter’s run of oil in legal storage from the lease.

General Instructions – No receipt from any lease shall be shown by any gatherer unless he is the authorized gatherer from the lease per Commission Form P-4.

RAILROAD COMMISSION OF TEXAS
OIL AND GAS DIVISION

Separate Page
3 must be filed
for each

Form T-1
Page 3

Month November 20 XX

Operator Ace Trucking Company

Registration No. 06 - 6666

Address Box 1282
Street or Box

RRC District 06

Linden Texas 68203
City State Zip Code

Sheet No. _____

DETAIL STATEMENT OF STOCK ON HAND

1 TYPE OF STOCK	2 NET BARRELS	3 TANK NUMBER	4 LOCATION
Crude	20,000	454	Kildare Tank Farm
Crude	3,000	455	Kildare Tank Farm
Crude	795	456	Kildare Tank Farm
	<u>Total</u>		
	23,795		

- A. **Order of the Report** – Preparation of Page 3, “Detail Statement of Stock on Hand” shall be in Commission District order. Stock shall be grouped into the following categories with a total given for each category:
1. Crude 2. Gasoline 3. Kerosene, Plant Distillate, Gas Oil 4. Fuel Oil 5. Natural Gasoline 6. Miscellaneous Products
- B. **Volumes** – All volumes shall be reported in net barrels and computed by Commission approved methods.
Do not use fractions of barrels in this report.
- C. **Specific Columns** –
1. Column 1 shall reflect the description of the material and classified into one of the six (6) divisions listed above.
 2. Net barrels in storage. (See Instruction D – Totals.)
 3. Tank number where storage is located.
 4. Location of storage tanks.
- D. **Totals** – Show totals for each category of stock.
- E. **General Instructions** – Stock shown on Page 3 shall include all liquid hydrocarbons in line and frozen stock.

Forms and Materials Required to Obtain a Pit Permit

<u>Form</u>	<u>Details</u>	<u>Authorization</u>
<input type="checkbox"/> P-5	<ul style="list-style-type: none"> Organization name to be filed and records kept 	SWR 1
<input type="checkbox"/> H-11	<ul style="list-style-type: none"> Original application and attachments are filed in Austin Duplicates must be filed in the appropriate RRC District Office 	SWR 8(d)(6)(B) Pit Application (A)
<input type="checkbox"/> Notice	<ul style="list-style-type: none"> Provide notice to Surface Owners For a commercial disposal pit, provide notice to Offset Surface Owners Provide notice to City Clerk if pit is within corporate limits Provide proof of applicable notice and publication to the RRC Renewals do not require notice to Surface Owners or City Clerk 	SWR 8(d)(6)(C) Pit Application (B)
<input type="checkbox"/> Maps	<ul style="list-style-type: none"> Plat of lease or tract showing location of pit County highway map showing location of pit Latitude and Longitude coordinates of pit 	SWR 8(d)(6)(A) Pit Application (C)(D)
<input type="checkbox"/> Current Permit	<ul style="list-style-type: none"> For permit renewals only, include the current permit 	SWR 8(d)(6)(A) Pit Application (E)
<input type="checkbox"/> Pit Diagrams	<ul style="list-style-type: none"> Plan view of pit if length and width are irregular Two Perpendicular Cross-Sections of pit Include details for berm construction 	SWR 8(d)(6)(A) SWR 8(j)(1)(A)(ii) Pit Application (G)
<input type="checkbox"/> Pit Details	<ul style="list-style-type: none"> Information on liner material, thickness and installation Design drawings of pit and leak detection system (if applicable) Procedures for maintenance of liner integrity (if applicable) Justify pit size for Emergency Saltwater Storage pits 	SWR 8(d)(4)(A) SWR 8(j)(1)(A)(ii) Pit Application (H)(J)(K)(L)
<input type="checkbox"/> Environmental Data	<ul style="list-style-type: none"> For natural or synthetically lined pits, identify and describe soil that will make up pit bottom and sides Provide the depth to groundwater Provide the mean annual precipitation and amount of the 25-year 24-hour rainfall event in inches Determine if pit is located within a FEMA 100-year flood plain Determine if pit is located within a wetland 	SWR 8(d)(6)(A) SWR 8(j)(1)(A)(i) SWR 8(j)(1)(A)(ii) Pit Application (I)
<input type="checkbox"/> Closure Cost Estimate (CCE) (Commercial Only)	<ul style="list-style-type: none"> Estimate of the maximum dollar amount necessary for closure Written under seal of a Texas licensed Professional Engineer (P.E.) Include details and assumptions 	SWR 78(l)(1)(A)(i) SWR 78(l)(4)(C)
<input type="checkbox"/> Financial Security (Commercial Only)	<ul style="list-style-type: none"> After CCE is approved by Technical Permitting: File a bond with the RRC (Form CF-1) or File a Letter of Credit with the RRC (Form CF-2) 	SWR 78(l)(4)
<input type="checkbox"/> Reporting	<ul style="list-style-type: none"> Skim Oil/Condensate Report (Form P-18) if applicable 	SWR 56(b)(2)

Questions and Answers Pertaining to Pit Applications and Reporting

Q: Where can I find the section of the Texas Administrative Code (TAC) that governs the maintenance and use of pits?

A: The rules governing the maintenance and use of pits are outlined in Title 16, Part 1, Chapter 3, Section 3.8 (SWR 8), and can be found at:

<http://www.sos.state.tx.us/tac/index.shtml>

The rules for Financial Security requirements (SWR 78) and the reporting of Skim Oil/Condensate (SWR 56) can be also be found at the above URL.

Q: What is the definition of a pit?

A: A pit is any structure with an open top and a volume greater than 500 gal that is used for storage, processing or disposal of oilfield fluids or oil and gas waste. This definition also includes:

- Structures built above and below grade;
- Above ground “modular” style open-top storage tanks;
- Buried tanks used for waste storage;
- Concrete pads used for waste storage; and
- Structures consisting of a combined trench and sump pit and greater than 500 gal.

Q: What types of pits require a permit?

A: All Collecting, Washout, Disposal, Brine, Emergency Saltwater Storage and Gas Plant Evaporation/Retention pits require a permit. See SWR 8(a) for definitions of each type of pit. Authorized pits, listed under SWR 8(d)(4), do not require a permit. Pits for waste generated at oilfield service facilities that provide equipment, materials or services to the O&G industry are under jurisdiction of the Texas Commission on Environmental Quality (TCEQ).

Q: Where do I find the correct Form H-11?

A: Be aware that there are incorrect versions of Form H-11 floating around the internet. To ensure that you have the correct version, please download the Form H-11 from:

<http://www.rrc.texas.gov/oil-gas/forms/oil-gas-forms-library/oil-gas-forms-in-alphabetical-order/>

This site lists all accepted RRC forms in alphabetical order and should be your resource for any necessary application or reporting forms.

Q: When should notice be given to various entities and published in the newspaper?

A: All notices should be given on or before the date the application is mailed to or filed with the RRC. The permit application will not be processed until a copy of the

newspaper publication and publisher's affidavit are received in Austin; therefore, you may want to publish before the application is mailed or filed in Austin so all documents can be reviewed at the same time.

Q: How do I calculate pit volume in barrels?

A: If your pit is a concrete box or a rectangular prism, measure the dimensions (in feet), leaving two feet of freeboard from the top of the berms, and use the following volume calculation:

$$Volume (bbl) = Length * Width * Height * 0.17811$$

If your pit is rectangular with sloping sides, measure the length (a) and width (b) of the bottom, the length (A), width (B) and height (h) 2 feet below the top of the berms, and use the formula for the volume of an obelisk:

$$Volume (bbl) = \frac{h}{6} (Ab + aB(ab + AB)) * 0.17811$$

There are also numerous resources online that can aid in volume calculations.

Q: What are the requirements for berm construction?

A: Berms or containment structures must be constructed around all pits and must be constructed of material and compacted to meet or exceed 95% Standard Proctor (ASTM D698) or 90-92% Modified Proctor (ASTM D1557) density or have a hydraulic conductivity no greater than 1.0×10^{-7} cm/s. Each berm must consist of a slope no steeper than a three-to-one (horizontal to vertical) ratio on both sides unless constructed of concrete or equivalent material. These structures must be designed to divert non-contact storm water around the pit and contain and isolate waste and storm water within the waste management units.

Q: What type of liner system does my pit require?

A: All pits should have a durable synthetic liner with a hydraulic conductivity no greater than 1.0×10^{-7} cm/s. Commercial Disposal Pits, Brine Pits and other large-scale liquid waste storage pits must have a dual synthetic liner with a leak detection system and must submit Action Leakage Rate (ALR) calculations with their application. For Disposal Pits, if disposal of waste will be above-grade, a slope-stability analysis also must be submitted.

Q: How long will it take to receive a pit permit?

A: The time for the issuance of a pit permit can vary substantially and is dependent upon the completeness and quality of the application submitted to the Commission.

Q: What if I have acquired a property with a pit and do not know the status of its permit?

A: Contact Environmental Permitting in Austin at (512) 463-3840 or the local District Office to request assistance in identifying permitted or authorized pits.

<u>District</u>	<u>Phone Number</u>
01 & 02 – San Antonio	(210) 227-1313
03 – Houston	(713) 869-5001
04 – Corpus Christi	(361) 242-3113
05 & 06 – Kilgore	(903) 984-3026
7B – Abilene	(325) 677-3545
7C – San Angelo	(325) 657-7450
08 & 8A – Midland	(432) 684-5591
09 – Wichita Falls	(940) 723-2153
10 – Pampa	(806) 665-1653

H-11 – Application for Permit to Maintain and Use a Pit

- New Application
 Application for Renewal

RAILROAD COMMISSION OF TEXAS
Oil and Gas Division

Form H-11
May 1984

Application for Permit to Maintain and Use a Pit

Comply with Instructions on Reverse Side

1. Operator's Name (As shown on Form P-5, Organization Report)		2. RRC Operator No.	3. RRC Dist. No.	4. County of pit site
5. Operator's Address (Street, City, State and Zip Code)				
6. Name of Lease, Project or Facility of Pit Location			7. RRC Oil Lease No. or	8. RRC Gas ID No.
9. Pit Location				
• Section _____ Block _____ Survey _____ Abstract No. ^A _____ • Location is _____ miles _____ (direction) from _____ (nearest town)				
10. a. Is pit bottom below ground level? <input type="checkbox"/> Yes <input type="checkbox"/> No		11. Name and Address of Surface Owner		
b. Artificial liner? <input type="checkbox"/> Yes <input type="checkbox"/> No				
c. If lined, equipped with a leak detection system? <input type="checkbox"/> Yes <input type="checkbox"/> No				
12. Are wastes or fluids from operations other than your own? <input type="checkbox"/> Yes <input type="checkbox"/> No		13. Type of pit (refer to Item F of instructions)		
14 a. Describe land use surrounding pit location:		15. a. Briefly explain the need for this pit:		
b. Is land surrounding pit location productive agricultural land? <input type="checkbox"/> Yes <input type="checkbox"/> No				
16. Pit is <input type="checkbox"/> Proposed <input type="checkbox"/> Existing If existing, date constructed _____		15. b. Type of waste or fluid:		
18. Pit capacity (barrels) _____		15. c. Chloride concentration: _____ mg/l		
19. Inside pit dimensions two feet below top of dike Length _____ feet Width _____ feet Depth from ground level to deepest point _____ feet		17. Dikes		
20. Wastes or fluids are transported to pit by (check all that apply): <input type="checkbox"/> Contract Hauler <input type="checkbox"/> Applicant's truck <input type="checkbox"/> Pipe <input type="checkbox"/> Other: _____		a. Height above ground level _____ feet Width at base _____ feet		
21. a. Distance to nearest water well within one-mile of pit _____ feet		b. Are dikes designed to keep wastes or fluids in the pit? <input type="checkbox"/> Yes <input type="checkbox"/> No		
21. b. Depth of this water well _____ feet		c. Are dikes designed to keep stormwater runoff out of the pit? <input type="checkbox"/> Yes <input type="checkbox"/> No		
		d. Source of Dike Material: <input type="checkbox"/> Excavated from pit <input type="checkbox"/> Adjacent borrow pit <input type="checkbox"/> Off-site excavation (describe material): _____		
		22. Depth to shallowest fresh water _____ feet Source of Information: <input type="checkbox"/> measured/observed <input type="checkbox"/> well owner <input type="checkbox"/> electric log <input type="checkbox"/> TDWR		
23. Have you included all attachments required by the instructions on the reverse side of this form?				
CERTIFICATE				
I declare under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this report, that this report was prepared by me or under my supervision and direction, and that data and facts stated therein are true, correct, and complete, to the best of my knowledge.			_____ Signature	
			_____ Name of Person (type or print) Title	
			Telephone _____ Date _____ Area Code Number	
• RRC DISTRICT USE ONLY •				
Application Information Review				
Date received _____				
Date inspected _____				
Inspector _____				
<input type="checkbox"/> Location <input type="checkbox"/> Liner <input type="checkbox"/> Agricultural Land <input type="checkbox"/> Dimensions <input type="checkbox"/> Grade Construction <input type="checkbox"/> Type Pit <input type="checkbox"/> Capacity <input type="checkbox"/> Dikes <input type="checkbox"/> Waste Transport				
Comments:				
• RRC AUSTIN USE ONLY •				
Date received _____ Pit code _____ Pit type _____ Permit no. _____ Permit date _____				

Instructions to Pit Application

Authority: Statewide Rule 8, Water Protection

- A. File the application, including all attachments, with the Railroad Commission, Oil and Gas Division, P.O. Drawer 12967, Capitol Station, Austin, Texas 78711. On the same day file one copy of the application and its attachments with the appropriate District Office. This form is not required for a minor permit.
- B. Notify the surface owner of the land where the pit will be located by mailing or delivering a copy of the application form, both front and back, but excluding the attachments. If the land where the pit is proposed is within corporate limits, also notify the city clerk or other appropriate city official. If application is for renewal of an existing permit, notice is not required.
- C. Attach a plat showing the size of the lease or tract and the location of the pit within the lease or tract. Give approximate perpendicular distance to nearest intersecting lease/unit lines and section/survey lines. To avoid confusion, distinguish between the two sets of lines. Indicate scale on this plat.
- D. Attach a county highway map (scale: 1" = 4 miles) showing the location of the pit. County highway maps are available from the Texas Department of Highways and Public Transportation, P. O. Box 5051, Attn: Map Distribution File D-10, Austin, TX 78763.
- E. If application is for renewal of a permit for an existing pit, attach a copy of your current authority to use the pit.
- F. Identify the type of pit in item 13 using one of the following as defined in Statewide Rule 8(a): Emergency Saltwater Storage Pit, Collecting Pit, Gas Plant Evaporation/Retention Pit, Brine Pit (located at underground hydrocarbon storage facilities only), Saltwater Disposal Pit, Skimming Pit, Washout Pit, Drilling Fluid Disposal Pit, Drilling Fluid Storage Pit, or other (specify in item 13 and explain in item 15a).
- G. Attach a drawing of two perpendicular, sectional views of the pit showing the pit bottom, sides, dikes and the natural grade. For an existing pit, dimensions below fluid level may be approximated. If the pit length and width are irregular, include a top view to show pit dimensions and dike widths. Indicate scale on all views.
- H. If pit is lined, attach data on liner material, thickness, and installation procedures.
- I. Attach an identification and description of the soil or subsoil that will make up the pit bottom and sides. The information shall describe the soil by typical name, appropriate proportion of grain sizes, texture, consistency, moisture condition, and other pertinent characteristics. (Example: clayey silt, slightly plastic, small percentage of fine sand, firm and dry in place.) Identify the source of soil information. Information on how to classify soils is available from the District Office or Austin Office upon request. If application is for renewal of a permit for an existing emergency saltwater storage pit or a lined pit with a leak detection system, this attachment is not required.
- J. If pit is equipped with a leak detection system, attach engineering design drawing of the pit and leak detection system.
- K. If lined pit is not equipped with a leak detection system, describe procedures for periodic maintenance and determining liner integrity, including any special monitoring.
- L. If pit is an emergency salt water storage pit, attach justification for pit size based on water production, lease water storage capacity, and anticipated well or equipment shut-down time.

Note: The Director of the Oil and Gas Division may require the applicant to provide the Commission with any additional engineering, geological, or other information which the Director deems necessary to show that issuance of the permit will not result in the waste of oil, gas, or geothermal resources or the pollution of surface or subsurface water.

Protests and hearings.

An affected person may file a protest to the application and request a hearing. Any protest to the application should be filed with the Commission in Austin within fifteen days of the date the application is filed with the Commission. Any such protest shall be made in writing and shall include (1) the name, mailing address, and phone number of the person making the protest; and (2) a brief description of how the protestant would be adversely affected by the granting of the permit. If the Commission determines that a valid protest has been received, or that a hearing would be in the public interest, a hearing will be held after the issuance of proper and timely notice of the hearing by the Commission. If no protest is received within fifteen (15) days of receipt of the application in Austin, the application may be processed administratively.

CF-1 – Commercial Facility Bond

COMMERCIAL FACILITY BOND NO. _____

RAILROAD COMMISSION OF TEXAS
Oil and Gas Division

FORM CF-1
Rev. 06/2014
TDI Ref. No. TDI-98-BB155-RCT-PF

Date: _____

This bond covers the following type of facility(ies) denoted by an "X":

COMMERCIAL STORAGE RECLAMATION TREATMENT DISPOSAL RECYCLING

1. Organization name, exactly as shown on Form P-5 Organization Report:	2. P-5 Number, if assigned:	3. Total number of disposal/injection wells associated with the commercial facility, if applicable:
4. Other Commission-regulated operations, if applicable:		

Background

- 1.1 _____ (operator name as shown on P-5 Organization Report), "Principal", operates or is applying for Railroad Commission approval to operate one or more commercial storage, reclamation, treatment, disposal, or recycling facilities ("Facility" or "Facilities") subject to Texas laws. Texas Natural Resources Code §91.109 and Texas Administrative Code Vol. 16, §3.78, provide that the owner and operator of a Facility must maintain a bond or letter of credit that satisfies the Railroad Commission.
- 1.2 As specified in §3.78, Principal has retained _____ (surety), a State of Texas authorized Surety, to secure this promise to pay.
- 1.3 This bond covers the following facilities (*on one line for each facility, include the facility name, facility permit number and/or application control number, physical address, zip code, and county in which the facility is located. Attach information on additional facilities as Exhibit A entitled "Exhibit A of RRC CF-1 Bond No. _____"*):
- (A) _____
 - (B) _____
 - (C) _____
 - (D) _____

Terms

- 2.1 Principal and Surety must pay the Railroad Commission of Texas, in Austin, Travis County, Texas, the sum of \$ _____ U.S., according to the following paragraphs.
- 2.2 The Railroad Commission will notify the Surety after Principal fails to operate or close a Facility as required by Texas law, Railroad Commission rules, or the permit conditions. Notice will be mailed by registered or certified U.S. mail to the address shown below. After Surety receives notice of Principal's default, the Surety may either:
- (A) pay up to the face amount of this bond to bring into compliance or close the Facility according to Texas law, Railroad Commission rules, and the permit conditions; or
 - (B) pay the face amount of this bond to the Railroad Commission to be used by the Railroad Commission to bring into compliance or close the Facility. The Railroad Commission will return unexpended funds to the Surety after the Facility is brought into compliance or closed.

- 2.3 The Railroad Commission does not have to expend state funds before Surety must pay under this bond.
- 2.4 The State of Texas may enforce the Surety's obligation under this bond without first obtaining a judgment against Principal or exhausting its remedies against the Principals' properties or assets.
- 2.5 Under paragraph 2.2(A), Surety must present to the Railroad Commission, within 60 days after it receives notice of Principals' default, a plan demonstrating how the Facility will be brought into compliance or closed. Surety must also furnish an accounting, acceptable to the Railroad Commission, of all sums expended by it to bring into compliance or close the Facility according to Texas law, Railroad Commission rules, and the permit conditions. Surety will submit the accounting to the Railroad Commission within 30 days of its bringing into compliance or closing the Facility.
- 2.6 Under paragraph 2.2(A), Surety must present to the Railroad Commission, within 60 days after it receives notice of Principals' default, a plan demonstrating how the Facility will be brought into compliance or closed. Surety must also furnish an accounting, acceptable to the Railroad Commission, of all sums expended by it to bring into compliance or close the Facility according to Texas law, Railroad Commission rules, and the permit conditions. Surety will submit the accounting to the Railroad Commission within 30 days of its bringing into compliance or closing the Facility.
- 2.7 Under paragraph 2.2, Surety remains obligated to pay for any other covered Facilities up to the face amount of the bond.
- 2.8 The term of this bond expires _____ (bond expiration date), and is renewable annually. The Principal or Surety will renew in writing this bond and submit it to the Railroad Commission 30 days before the bond expires. Obligations to pay part or all of the bond amount are released after four (4) years from the expiration date of the bond if no clean up or closure-related activities are initiated by the Railroad Commission or its authorized representative at the Facility during that four-year period. The Railroad Commission or its authorized representative may relieve in writing Principal and Surety from their obligations under this bond.
- 2.9 If the Surety does not fulfill its obligations according to the bond terms and if judgment for any part of the bond amount is awarded through action of the Attorney General in court, then the State shall be entitled to court costs and reasonable attorney's fees awarded by the court. Surety's liability for such costs and fees shall not be limited by the face amount of this bond.
- 2.10 Principal and Surety execute this bond and agree to pay proceeds under this bond in Austin, Travis County, Texas. A suit to collect on this bond or construe this bond lies in Travis County, Texas.

Dated _____

 SURETY (Attach Power of Attorney
 demonstrating the authority to sign)

 PRINCIPAL (Attach Power of Attorney
 demonstrating authority to sign)

 NAME AND TITLE (Type or Print)

 NAME AND TITLE AS LISTED ON THE P-5
 ORGANIZATION REPORT (Type or print)

 SURETY'S FULL MAILING ADDRESS

(Seal)

(Seal)

CF-2 – Irrevocable Standby Letter of Credit

IRREVOCABLE STANDBY LETTER OF CREDIT NO. _____

RAILROAD COMMISSION OF TEXAS
Oil and Gas Division

FORM CF-2
Rev. 04/2014

Date: _____

Name of Issuing Bank: _____

Physical address of
issuing bank: _____

This financial assurance covers the following type of facility(ies) denoted by an "X":

COMMERCIAL: STORAGE RECLAMATION TREATMENT DISPOSAL
 RECYCLING SEPARATION

To: RAILROAD COMMISSION OF TEXAS
 Attention: Oil and Gas Division
 Technical Permitting
 P.O. Box 12967
 Austin, Texas 78711-2967

1. Organization Name, exactly as shown on P-5, Organization Report:	2. P-5 Number, if assigned:	3. Total number of disposal/injection wells associated with the commercial facility, if applicable:
4. Other Commission-regulated operations, if applicable:		

This letter of credit covers the following facilities (*on a separate line for each facility, include the facility name, facility permit number and/or application control number, physical address, zip code, and county in which the facility is located. Attach information for additional facilities as Exhibit A entitled "Exhibit A of RRC CF-2 Letter of Credit No. _____"*):

- (A) _____
- (B) _____
- (C) _____
- (D) _____

We (Issuing Bank) hereby establish our Irrevocable Standby Letter of Credit No. _____, in favor of the Railroad Commission of Texas, Austin, Texas (you), for the account of _____ (operator name as shown on P-5 Organization Report), for an amount or amounts not to exceed in the aggregate \$ _____ U.S., available by your drafts at sight on the bank, effective _____ (date) and expiring on _____ (date at least one year later), but such expiration date shall be automatically extended for a period of _____ year(s) beginning on the initial expiration date and each successive expiration date, unless, at least 120 days before the expiration date applicable to the current term, we notify both the Director of Oil & Gas Division of the Railroad Commission of Texas at 1701

North Congress Avenue, Austin, TX 78701 and _____ (operator name as shown on P-5 Organization Report) _____, by certified mail, return receipt requested, that we have decided not to extend this letter of credit beyond the current expiration date. Upon receipt of such notice, and for a period of 120 days after the date the Director of Oil & Gas Division of the Railroad Commission of Texas signs the return receipt card, you may draw on us hereunder upon presentation of your sight draft. This letter of credit may be terminated during the course of its term only if we are provided with a letter from you stating that each of the above-referenced facilities have been closed in a manner that meets your requirements or on such date as you authorize the release of this Letter of Credit.

The documents specified below must be presented at sight on or before the expiry date in accordance with the terms and conditions of this Irrevocable Standby Letter of Credit:

- A. This Irrevocable Standby Letter of Credit or a copy thereof; and
- B. An affidavit from the Railroad Commission of Texas or its authorized representative, stating that a commercial facility subject to this Letter of Credit has not provided a substitute letter of credit that has been accepted by the Railroad Commission of Texas or its authorized representative or has defaulted on its obligations under state law, Railroad Commission rules, or the conditions of the commercial facility permit, or is likely to pollute or polluting any ground or surface water, or is not being maintained in compliance with state law, Railroad Commission rules, or the conditions of the commercial facility permit relating to the prevention or control of pollution.

We engage with you that drafts drawn under and in conformity with the terms and conditions stated above will be duly honored on presentation if presented to us at our office at the address shown above or any of our bank branch locations on or before the expiry date.

The credit is subject to the Uniform Customs and Practice for Documentary Credits (revision in force as of July 1, 2007), International Chamber of Commerce—Publication 600.

AUTHORIZED COUNTERSIGNATURE

AUTHORIZED SIGNATURE

NAME AND TITLE (Type or print)

NAME AND TITLE (Type or print)

(Attach Certified Copy of Corporate Resolution demonstrating persons who sign have authority from the bank at the time they sign to sign for up to or over the amount of this Letter of Credit.)

Form P-18 – Skim Oil/Condensate Report

RAILROAD COMMISSION OF TEXAS
Oil and Gas Division

SKIM OIL/CONDENSATE REPORT—
LIQUID HYDROCARBONS RECOVERED FROM
SALT WATER GATHERING SYSTEMS PRIOR
TO INJECTION OR OTHER DISPOSAL OF WATER

Form P-18
(Rev. 01/01/86)

READ INSTRUCTIONS ON BACK

OPERATOR NAME AND ADDRESS (Exactly as shown on P-5, Organization Report)	REPORTING PERIOD _____/_____/19	RRC DIST. NO. _____
	CORRECTED REPORT? <input type="checkbox"/> YES	OPERATOR NO. _____
Name of Gathering System or Facility _____ System Serial No. _____		
Location _____ Lease/ID # _____ (Section, Block, Survey and County) (If applicable)		
Distance and direction from nearest town _____		
SECTION I — METHOD OF DISPOSAL OF WATER RECEIVED INTO SYSTEM		
1. INJECTION INTO A RESERVOIR PRODUCTIVE OF OIL OR GAS Field and Reservoir: _____	Authorization for Injection: (Order No., UIC Project No., or date of letter): _____	
2. INJECTION INTO DISPOSAL WELL(S) Name and Well No. of Disposal Well(s): _____	Authorization for Disposal Well(s): (Order No., UIC Permit No., or date of letter): _____	
3. OTHER (e.g., Tidal Disposal, etc.) Describe Disposal Method: _____	Authorization for Disposal Method: (Order No. or date of letter): _____	
SECTION II — OPERATIONS DATA FOR REPORTING PERIOD		
1. Does this system receive salt water from more than one operator? <input type="checkbox"/> Yes <input type="checkbox"/> No	2. Number of oil leases and/or gas wells that system gathers from: _____	NET BARRELS
3. Water received from producing properties during reporting period	_____	_____
4. Water received from non-producing properties during reporting period	_____	_____
5. Total barrels of water received during reporting period (Line 3 + Line 4)	_____	_____
6. Total liquid hydrocarbons skimmed from water received during reporting period	_____	_____
7. Tolerance of liquid hydrocarbons not required to be allocated back to leases (Line 3 x .0005). Multiple operator systems only.	_____	_____
8. Excess skim liquid hydrocarbons to be allocated/credited back to leases served (Line 6 - Line 7)	_____	_____
9. Liquid hydrocarbons received as identifiable "slugs" credited to leases and/or gas wells from which they were produced	_____	_____
10. Excess skim liquid hydrocarbons not credited on Line 9, but to be allocated back to properties served (Line 8 - Line 9)	_____	_____
<i>(If any amount is shown on Line 9 or 10, complete SECTION V on back of this form.)</i>		
SECTION III — STORAGE AND RUN DATA		
1. Liquid hydrocarbons in storage beginning of reporting period	_____	NET BARRELS
2. Total liquid hydrocarbons skimmed during reporting period which were not returned to leases	_____	_____
3. Total liquid hydrocarbons sold during reporting period	_____	_____
4. Liquid hydrocarbons in storage end of reporting period (Line 1 + Line 2 - Line 3 = Line 4)	_____	_____
SECTION IV — GATHERER DATA		
Name(s) of gatherer(s) of liquid hydrocarbons sold:		
1. _____ Amt. _____ RRC # _____	2. _____ Amt. _____ RRC # _____	
3. _____ Amt. _____ RRC # _____	4. _____ Amt. _____ RRC # _____	
CERTIFICATE:		
I declare under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this report, that this report was prepared by me or under my supervision and direction, and that data and facts stated herein are true, correct, and complete, to the best of my knowledge.		
Signature _____	Print Name _____	
Date _____	Title _____	
Telephone No. _____	Area Code _____	Number _____

Mail original to Railroad Commission of Texas
Oil and Gas Division
Capitol Station - P. O. Drawer 12967
Austin, Texas 78711-2967

Forms and Materials Required to Obtain a Reclamation Plant Permit

<u>Form</u>	<u>Details</u>	<u>Authorization</u>
<input type="checkbox"/> P-5	<ul style="list-style-type: none"> Organization name to be filed and records kept 	SWR 1
<input type="checkbox"/> R-9	<ul style="list-style-type: none"> Original Application and Attachments are filed in Austin Duplicates must also be filed in appropriate District Office 	SWR 57
<input type="checkbox"/> Public Notice	<ul style="list-style-type: none"> Publish notice in newspaper once Provide notice to County Clerk for the county of the facility Provide notice to City Clerk if pit is within corporate limits Provide proof of applicable notices and publisher's affidavit to the RRC 	SWR 57(c)(2) SWR 57(c)(3)
<input type="checkbox"/> Schematic Diagram	<ul style="list-style-type: none"> Detail proposed or existing facility Include location, identification and capacities of all equipment and tanks Show location of all O&G related facilities within 100 yards of the facility If facility has a pit, submit all materials required for Form H-11 	SWR 57(c)(6)
<input type="checkbox"/> Environmental Data	<ul style="list-style-type: none"> Identify and describe the soils at the facility Provide the depth to groundwater Provide the mean annual precipitation and amount of the 25-year 24-hour rainfall event in inches Determine if facility is located within a FEMA 100-year flood plain Determine if facility is located within a wetland 	SWR 57(c)(6)
<input type="checkbox"/> Closure Cost Estimate (CCE)	<ul style="list-style-type: none"> Estimate of the maximum dollar amount necessary for closure Include all details and assumptions If facility has a pit, CCE must be written under seal of a Texas licensed Professional Engineer (P.E.) 	SWR 78(l)(1)(A)(i) SWR 78(l)(4)(C)
<input type="checkbox"/> Financial Security	<ul style="list-style-type: none"> After CCE is approved by Technical Permitting: File a bond with the RRC (Form CF-1) or File a letter of credit with the RRC (Form CF-2) 	SWR 78(l) SWR 57(c)(10)
<input type="checkbox"/> Reporting	<ul style="list-style-type: none"> Monthly Report for Reclaiming and Treating Plants (Form R-2) Production Reports – Report disposition on Form R-2 (Monthly Report for Reclaiming and Treating Plants) Skim Oil/Condensate Report (Form P-18) if applicable Letter of Authority issued by Field Operations Section of RRC Monthly Transportation & Storage Report (T-1) 	SWR 57(e) SWR 56(b)(2)

Questions and Answers Pertaining to Reclamation Plant Applications and Reporting

Q: How can a Reclamation Plant Permit be obtained?

A: Form R-9 is the Application for Permit to Operate a Reclamation Plant and can be downloaded from:

<http://www.rrc.texas.gov/oil-gas/forms/oil-gas-forms-library/oil-gas-forms-in-alphabetical-order/>

Q: When do I publish the application in the newspaper and give notice to various entities?

A: On or about the time that the application is mailed to, or filed with, the Commission. The permit will not be processed until a copy of the newspaper publication and publisher's affidavit are received in Austin. Therefore, you may want to publish before application is mailed or filed in Austin so all documents can be reviewed at the same time.

Q: When are R-2 reports due in Austin?

A: The operator of a reclamation plant shall file a report on the Form R-2 (Monthly Report for Reclaiming and Treating Plants) for each reclamation plant facility by the 15th day of each calendar month, covering the facility's activities for the previous month.

Q: What are the general provisions applicable to materials taken to a reclamation plant from tank bottoms or other hydrocarbon waste from outside the State of Texas?

A: The receipt of any tank bottoms or other hydrocarbon wastes from outside the State of Texas must be authorized in writing by the Commission prior to such receipt. However, written approval is not required if another entity will indicate, in the appropriate monthly report a corresponding delivery of the same material. If the request is denied, applicant may request a hearing.

Q: What are the general provisions applicable to materials taken to a reclamation plant as waste materials other than tank bottoms or other hydrocarbon wastes?

A: The receipt of any waste materials other than tank bottoms or other hydrocarbon wastes must be authorized in writing by the Commission prior to such receipt. The Commission may require the reclamation plant operator to submit an analysis of such waste materials prior to a determination of whether to authorize such receipt. If the request is denied, the applicant may request a hearing.

Form R-9 – Application for Permit to Operate a Reclamation Plant

RAILROAD COMMISSION OF TEXAS
Oil and Gas Division

APPLICATION FOR PERMIT TO OPERATE
A RECLAMATION PLANT

R-9
2/7/90

READ INSTRUCTIONS ON BACK

DRAFT

1. OPERATOR NAME, exactly as shown on P-5, Organization Report		2. OPERATOR P-5 NO.	3. RRC DISTRICT NO.	4. COUNTY OF PLANT LOCATION
5. OPERATOR ADDRESS, including city, state, and zip code		6. PURPOSE OF FILING <input type="checkbox"/> New permit for new facility. Estimated completion date: _____ <input type="checkbox"/> New permit for existing facility. Name of previous operator: _____ <input type="checkbox"/> One-time renewal of existing permit serial/registration (R-2) no. _____		
7. TYPE OF FACILITY <input type="checkbox"/> Permanent <input type="checkbox"/> Portable		8. Driving directions from the nearest town (identify town).		
9. Brief description of treating process				
10. Material transported to plant in: (see Inst. No. 6) <input type="checkbox"/> vehicles owned by applicant <input type="checkbox"/> for-hire vehicles <input type="checkbox"/> both applicant's and for-hire vehicles				
11. Identify all oil and/or gas-related facilities located within 100 yards of facility. (example: well, pipeline, saltwater disposal facility, tank battery, etc.)				
TYPE OF FACILITY		OPERATOR		OPERATOR
CERTIFICATION. I certify under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this report, that it was prepared by me or under my supervision and direction, and that the data and facts stated herein are true, correct, and complete to the best of my knowledge.				
SIGNATURE _____		TITLE _____		
NAME (print or type) _____		PHONE _____		DATE _____

TO BE COMPLETED BY RAILROAD COMMISSION PERSONNEL

This permit is valid until cancellation under either of the following conditions:

- The above named operator requests cancellation in writing, or
- The commission cancels the permit after notice and opportunity for hearing because:
 - the permit facility has been inactive for 12 months, or
 - there has been a violation or a violation is threatened of any provision of the permit, the conservation laws of the state, or rules or orders of the Commission.

This permit is non-transferable. The financial assurance filed in support of this application shall be renewed and continued in effect until its conditions have been met or release is authorized by the Commission. The facility schematic diagram is to be kept with this permit. Permit and diagram are to be kept at facility.

Serial/registration no. _____ is issued/renewed effective _____ (date)

by _____ Signature of RRC representative Name (type or print) _____ Phone No. _____

ALL WASTES GENERATED BY RECLAIMING OPERATIONS SHALL BE DISPOSED OF IN ACCORDANCE WITH STATEWIDE RULES, 8, 9, AND 46 (RELATING TO WATER PROTECTION, DISPOSAL WELLS, AND FLUID INJECTION)

**INSTRUCTIONS
FORM R-9: APPLICATION FOR PERMIT TO
OPERATE A RECLAMATION PLANT**

REFERENCE: STATEWIDE RULES 57 and 85

1. **FORM P-5, ORGANIZATION REPORT.** Before this application can be processed, you must have an active Form P-5, Organization Report, on file with the Commission in Austin. In addition, if your organization is a corporation, a certification that your franchise tax payment is current is also required.
2. **R-9 FILING.** File the original of your application and attachments with:

Railroad Commission of Texas
Oil and Gas Division - Production Allocation
P. O. Drawer 12967 - Capitol Station
Austin, Tx 78711-2967

At the same time, file a copy of the R-9 and the schematic diagram with the Commission district office of the facility location.
3. **ATTACHMENTS.** Your application must include the following attachments:
 - **schematic diagram** showing the proposed or existing facility, including the location and identification of all treating equipment and tanks with tank capacity noted. Also, show the location of all oil and/or gas-related facilities located within 100 yards of the facility as identified in No. 11 on front.
 - **a bond or letter of credit in commission --approved format*** for the amount of \$100,000 with attached power of attorney. See No. 4 below.
 - **proof of publication** of the notice of application, if this application is for a new permit rather than one-time renewal of an existing permit. See No. 5 below.
4. **FINANCIAL ASSURANCE.** As a condition of the permit to operate a reclamation plant, you are required to submit, renew, and continue in effect a bond or letter of credit in commission-approved format in the amount of \$100,000. Prior to the expiration of your financial assurance, you will be sent a renewal notice. In a limited set of circumstances a lesser amount may be accepted. However, you must be able to clearly show that amount will be sufficient to operate and close the facility site in accordance with state law, commission rules, and the conditions of the permit. File your bond or letter of credit in the lesser amount and attach a letter including a complete justification to your application. Include a copy of that letter with your district office filing.
5. **NOTICE.** When applying for a new permit, you are to give the following notices of the application prior to or at the same time as filing the application with the Commission:
 - mail or deliver a copy of the permit application to the county clerk of the county of facility location and, if the facility is located within the corporate limits of the city, the city clerk.
 - publish notice of the application in commission-approved form* once in a newspaper of general circulation for the county of the facility.
6. **TRANSPORTATION OF MATERIAL.** Trucks transporting material to the reclamation facility on a "for hire" basis must be permitted by the Railroad Commission's Transportation/Gas Utilities Division.
7. **MONTHLY REPORTING.** Each month, file a Form R-2, Monthly Report for Reclaiming and Treating Plants, according to the instructions on the reverse of that form.

* Available from the Commission's Supply Department at the above address.

Form R-2 – Monthly Report for Reclaiming and Treating Plants

FORM R-2
REV. 12/77
Page 1

RAILROAD COMMISSION OF TEXAS OIL AND GAS DIVISION

MONTHLY REPORT FOR
RECLAIMING AND TREATING PLANTS

SERIAL NUMBER _____
FOR THE MONTH OF _____, 19____

OPERATOR _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
 CORRECTED REPORT

STOCK ON HAND BEGINNING OF MONTH		RECEIPTS		TREATED MATERIALS		DELIVERIES			STOCK ON HAND END OF MONTH		
Net Oil and/or Other Material 1	Unprocessed Material 2	Total Stock 3	Actual Gross 4	Gross 5	Oil and/or Other Material Recovered 6	Losses or Waste 7	Net Oil 8	Other Material 9	Net Oil and/or Other Material 10	Unprocessed Material 11	Total Stock 12

COMPANY RECEIVED FROM		RECEIPTS		TOTALS	
LETTER OF AUTHORITY DATE	(G-ESA) FORM T-5 NUMBER	CALCULATED BS & W	ACTUAL RECEIPTS	CALCULATED NET OIL	GROSS TOTAL

COMPANY DELIVERED TO		TOTALS	
REQ. SERIAL NUMBER	PLACE OF DELIVERY	TYPE MATERIAL DELIVERED	ACTUAL DELIVERY

Columns 1 + 2 = 3 (Stock on Hand Beginning of Month)
10 + 11 = 12 (Stock on Hand End of Month)
6 + 7 = 8 (Gross Material)
2 + 4 - 5 = 11 (Unprocessed Material)
1 + 6 - 8 - 9 = 10 (Net Oil and/or Other Material)
3 + 4 - 5 + 6 - 8 - 9 = 12 (Basic Formula)

METHOD OF DISPOSAL: Salt Water _____
Solids _____
CERTIFICATE
I declare under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this report, that this report was prepared by me or under my supervision and direction, and that the information is true and correct, and that I am competent to file the best of my knowledge.

Signature _____
Date _____ Title _____
Name of Person (Type or Print) _____
Telephone No. _____ Area Code _____ Number _____

DETAIL STATEMENT OF STOCK ON HAND AT END OF PERIOD

TANK NUMBER	LOCATION	KIND OF STOCK	CAPACITY	BARRELS
TOTAL STOCK ON HAND				

— INSTRUCTIONS —

A. TIME AND PLACE OF FILING:

This report shall be filed with the Railroad Commission at Austin, Texas, on or before the 15th day of the calendar month following the month covered by the report. One copy of this report shall be filed in each District Office in which the reclaimer has authority to operate.

B. VOLUMES:

All volumes of material shall be reported in whole barrels and computed by Commission approved methods of measurement. Do not use fractions of barrels in this report.

C. STOCK AND OPERATIONS SPECIFIC COLUMNS:

1. The net oil and/or other recovered material that was on hand at the beginning of the month.
2. The unprocessed material that was on hand at the beginning of the month.
3. Combined total of net oil, other recovered material and unprocessed material at the beginning of the month.
4. Gross total of all material received during the month reported.
5. Gross total of material processed.
6. Oil and/or other material recovered from the gross amount treated.
7. The loss or waste of the gross amount treated.
8. Net oil amount delivered from treated amount and/or stock.
9. Material other than net oil which is marketable.
10. The net oil and/or other recovered material that was on hand at the end of the month.
11. The unprocessed material that was on hand at the end of the month.
12. Combined total of net oil, other recovered material and unprocessed material on hand at the end of the month.

D. RECEIPT AUTHORITY

Receipts made by reclaimer must be made under Form T-5 Gauger Tank Cleaning Request or special letter of authority granted prior to receipt. Any material received without prior authority will be subject to confiscation by the Commission.

E. CORRECTED REPORTS:

Any corrections made to Form R-2 must be made to the report covering the month in which the error was made. Prior month adjustments may not be made on current reports.

F. GENERAL INSTRUCTIONS:

- (a) Show receipts and/or deliveries in the reporting period that the transfer was initiated.
- (b) If additional reporting space is required for receipts, deliveries or stock, use attachment sheet with identical format as shown on the report.

Form R-2 Receipt Example

FORM R-2
Rev. 12/77
Page 1

RAILROAD COMMISSION OF TEXAS OIL AND GAS DIVISION

MONTHLY REPORT FOR
RECLAIMING AND TREATING PLANTS

OPERATOR _____ ADDRESS _____ CITY _____ STATE _____ ZIP _____
SERIAL NUMBER _____ FOR THE MONTH OF _____, 19 _____
 CORRECTED REPORT

STOCK ON HAND BEGINNING OF MONTH		RECEIPTS		TREATED MATERIALS			DELIVERIES			STOCK ON HAND END OF MONTH												
Net Oil and/or Other Material	1	Unprocessed Material	2	Total Stock	3	Gross	5	Oil and/or Other Material Recovered	6	Losses or Waste	7	Net Oil	8	Other Material	9	Net Oil and/or Other Material	10	Unprocessed Material	11	Total Stock	12	

COMPANY RECEIVED FROM		RECEIPTS (G-ESA) FORM T-45 NUMBER		ACTUAL RECEIPTS		GROSS TOTAL	
LETTER OF AUTHORITY DATE				CALCULATED BS & W		CALCULATED NET OIL	

TOTALS		DELIVERIES		ACTUAL DELIVERY	
REG./SERIAL NUMBER	PLACE OF DELIVERY	TYPE MATERIAL DELIVERED			

TOTAL		DELIVERIES		ACTUAL DELIVERY	
REG./SERIAL NUMBER	PLACE OF DELIVERY	TYPE MATERIAL DELIVERED			

— FORMULAS —
 Columns 1 + 2 = 3 (Stock on Hand Beginning of Month)
 10 + 11 = 12 (Stock on Hand End of Month)
 6 + 7 = 5 (Gross Treated Material)
 2 + 4 - 5 = 11 (Unprocessed Material)
 3 + 4 - 5 + 6 - 8 - 9 = 10 (Net Oil and/or Other Material)
 10 (Net Oil and/or Other Material)

METHOD OF DISPOSAL: Salt Water _____
 Solids _____
CERTIFICATE
 I declare under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to certify this report and that the data reported by me or under my supervision and direction, and the data and facts stated therein are true, correct, and complete, to the best of my knowledge.

Signature _____
 Date _____ Title _____
 Name of Person (Type or Print) _____
 Telephone No. _____ Area Code _____ Number _____

Forms Required by Refineries

Check List	Form	Authorization
<input type="checkbox"/>	P-5	SWR 1 – Organization name to be filed and records kept.
<input type="checkbox"/>	R-5	SWR 60 & 61 – R-5, Certificate of Compliance filed with District Office prior to beginning operation. Renewed annually.
<input type="checkbox"/>	R-1	SWR 60 & 61 – Monthly report and operations statement for refineries. Due by the 15 th of the month following the month of operation.

Questions and Answers Pertaining to Refinery Report

Questions Pertaining to (Form, Rule, Procedure)	Question	Answer	Contact
R-1	Why should refineries continue to file the monthly reports when the plant is shut down?	The R-1 report should be filed as long as there is stock at the plant. Pages 1 & 4 (only) need to be filed to cover stock on hand when there is no other activity.	512-463-3840
Reporting Stock	Should material (owned by the refinery) stored off the refinery premises be reported as stock on the R-1 report?	Stock stored off the refinery premises should not be reported on the Refinery Report (Form R-1). Crude/condensate belonging to a refinery, but stored off refinery premises should be reported on the Transportation Report (Form T-1).	Operators: A-L: 512-463-6874 M-Z: 512-463-6839

Form R-1 – Monthly Report and Operations Statement for Refineries

Please use these individual material categories when your product is closely related to material name shown so that the Commission statistics may be accurate and most meaningful.

Show blending and reruns in this column --as well as your first runs to stills.

Show total products manufactured - - Do not show blending or rerun material as a negative figure in this column to "Net - out" the products manufactured. Blending and rerun material should be shown in the "Input" column as a positive figure to balance your report.

Fuel used only - - Do not include process loss

RAILROAD COMMISSION OF TEXAS
OIL AND GAS DIVISION
 Monthly Report and Operations Statement for Refineries
 (Report in Barrels)

Corrected Report

Form R-1
 Page 1
 (Rev. 1974)

Operator Breaker Oil Company Month January 19 XX

Address 302 Main Registration No. 00-0000

Dallas Texas 79701 Decatur Refinery (Instructions on Reverse Side)
 City State Zip Code Refinery Name

Name of Material	Code	Storage Beginning of Month	Receipts	INPUT Runs to Still and/or Blends	Products Manufactured	Fuel Used	Deliveries	Storage End of Month
Propane	1							
Butane	2	462,528	174,323	207,843				429,008
Butane-Propane	3				37,602		37,602	
Motor Gasoline	4	1,147,659			6,010,181	444	6,155,903	1,001,493
Kerosene	5	337,216	59,731		808,601	618	997,484	247,446
Home Heating Oil	6				27,019		27,019	
Diesel Fuel	7				748,157		748,157	
Other Middle Distillates	8	3,327,229	216,266		34,983	3,031	319,092	3,256,357
Aviation Gasoline	9							
Kerosene - Type Jet Fuel	10							
Naptha - Type Jet Fuel	11							
Fuel Oil #4 For Utility Use	12				624,882		624,882	
Fuel Oil #5, #6 For Utility Use	13							
Fuel Oil #4 For Non-Utility Use	14							
Fuel Oils #5, #6 For Non-Utility Use	15				888,894		888,894	
Blender C	16							
Blender Special	17							
Other Residual Fuels	18							
Petrochemical Feedstocks	19	77,420	868,110	853,283				92,247
Lubricants	20							
Special Napthas	21							
Solvent Products	22							
Miscellaneous	23	3,779,126	349,484	119,035	1,994,242	459,032	1,603,439	3,941,346
Crude Oil	24	1,273,352	10,120,535	10,119,002		1,428		1,273,457
TOTAL (Barrels)		10,444,530	11,788,449	11,299,163	11,174,563	464,353	11,402,472	10,241,354

CERTIFICATE
 I, Joe Terry, Texas Natural Resources Commissioner, certify that this report was prepared in accordance with the provisions of the Texas Natural Resources Code, Chapter 143, and that the data and facts stated are true and correct to the best of my knowledge.

Signature Joe Terry Title District Eng.

Date 01-24-XX Telephone No. 214 Area Code 555-1212

INSTRUCTIONS

1. A corrected Page One with current certification date and original signature must be filed with corrections to any portion of the report.

The Commission requires the refinery to show the individual or company name and registration number or serial number from whom the material is received. Further, this shall be the company that will acknowledge the delivery on the appropriate Commission report. This is normally the party that makes physical transfer.

Show state on domestic imports into Texas and Country on foreign products.

**RAILROAD COMMISSION OF TEXAS
OIL AND GAS DIVISION**

Corrected Report

Form R-1
Page 2
(Rev. 1974)

Monthly Report and Operations Statement for Refineries

Operator Breaker Oil Company

Month January 19 XX

Receipt Totals Must
Equal Those Shown
on Page 1.

(Instructions on Reverse Side)

Registration No. 00-0000

ACTUAL RECEIPTS

Received From	RRC Number	Code	Barrels	Code	Barrels	Code	Barrels	Code	Barrels	Code	Barrels	Total
Gulf Ref. Co.	T-1 3-103	24	6,809,971									6,809,971
Dutch Shell	Import Alabama	24	437,755									437,755
Texaco, Inc.	Import Trinidad	24	302,288									302,288
Gulf Oil Co.	Import Nigeria	24	1,065,471									1,065,471
Gulf Oil Co. - US	T-1 3-36	24	1,505,050	5	59,731	23	100,000					1,664,781
Gulf Petrochemical Com.	Chemical Pl					19	23,833	8	73,200			97,033
Allied Chem.	Import Louisiana					19	20,344					20,344
Shell Oil Co./Wanda	T-1 3-194					23	43,723					43,723
United Tex. Trans.	R-3 8-666					23	5,542					5,542
Neches Butane Prod.	Wholesale/Retail					2	33,846	8	24,647			58,493
Warren Petro Corp.	T-1 3-71			2	140,447	23	200,219	8	118,419	19	823,933	1,283,048
TOTALS			10,120,535		200,208		427,507		216,266		823,933	11,788,449

EXAMPLE

It is permissible to show the transporter and "account" party as per example, although it is not required to show the "account" party.

Some receipts will not have an RRC registration or serial numbers. These will be chemical plants, wholesale, retail, or other parties that are not required to report to the Commission.

Total must match the total receipts on Page 1.

INSTRUCTIONS

1. Imports – Receipts designated as imports should specify Point of Origin (State or Foreign Country) in addition to Company name.
2. The Mode of Transportation is not required (Example – Received from Morrow Oil Company Tank Cars – Tank Cars not needed).
3. Material Code Number obtained from Page 1.
4. If additional columns required to report receipts from a single source, use two or more lines.

Forms Required by Gas Processing Plants

Check List	Forms	Authorization
<input type="checkbox"/>	P-5	SWR – 1
<input type="checkbox"/>	R-5/R-6	SWR – 61 (R-5) SWR – 62 (R-6)
<input type="checkbox"/>	R-3	SWR – 54 (a)
<input type="checkbox"/>	R-4	
<input type="checkbox"/>	Scrubber Oil Allocation Tabulation	SWR – 56

* Note: This is a suggested format for reporting scrubber oil under SWR 56.

Form R-5 – Certificate of Compliance

RAILROAD COMMISSION OF TEXAS
OIL AND GAS DIVISION
CERTIFICATE OF COMPLIANCE

Form R-5
(Rev. 3-72)

Operator	District
Street or Box	County
City	State
	Zip
Plant Name	<input type="checkbox"/> Refinery
Location	<input type="checkbox"/> Natural Gasoline Plant
Check One:	<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual
Form P-5	<input type="checkbox"/> Attached <input type="checkbox"/> On file with the Commission

This will certify that the above mentioned plant is in compliance with the terms and provisions of the Railroad Commission Statewide Rule 61 covering the operation of refineries and gasoline plants in the State of Texas.

Remarks: _____

CERTIFICATE:

I declare under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this report, that this report was prepared by me or under my supervision and direction, and that data and facts stated therein are true, correct, and complete, to the best of my knowledge.

Signature _____	Name of Person (type or print) _____
Date _____	Telephone Number _____
Title _____	Area Code _____ Number _____

INSTRUCTIONS

This form shall be filed in duplicate to the appropriate Commission District Office prior to initiating operations of any refinery or natural gasoline plant.

This certificate is valid for one year and must be renewed one year from date of prior approval.

- FOR COMMISSION USE ONLY -

<u>APPROVED</u>	<u>DENIED</u>
District Director	District Director
Date	Date
REMARKS: _____	

Form R-6 – Application for Certificate of Compliance

**RAILROAD COMMISSION OF TEXAS
OIL AND GAS DIVISION**

Form R-6
Rev. 9/75

APPLICATION FOR CERTIFICATE OF COMPLIANCE
(CYCLING PLANT)

I, _____, as _____
Name of person Official capacity

Name of owner of Plant

Check One: Individual Partnership Corporation

do hereby certify that the terms and provisions of Statewide Rule No. 62 have been
complied with in the

Plant Name

Location

and a Certificate of Compliance is hereby requested.

Date

Signature of person reporting

- FOR COMMISSION USE ONLY -

STATEMENT OF INSPECTION

This is to certify that this plant was inspected and at the time of inspection, there
appeared to be full non compliance with the provisions of Statewide Rule
No. 62 and it is recommended that a Certificate of Compliance be granted
refused .

Date of Inspection

Signed _____

Engineering Department
Oil and Gas Division
Railroad Commission of Texas

Form R-3 Monthly Report for Gas Processing Plants

INFORMATION FOR GAS PROCESSING PLANT OPERATORS

References: Statewide Rules 54, 61, and 62

General Information

What is Required of a Gas Processing Operator?

- 1. Organization Report.**
Prior to initial operation, gas processing plant operators must file with the Commission in Austin an original of the Form P-5: Organization report (Statewide Rule 1). This is to be renewed annually. Any change in operator name, officer and/or address must be reported within days after it occurs
- 2. Certificate of Compliance**
* A gasoline plant operator, that is, of a plant making liquid hydrocarbons other those specified Section, V, Number, 2, 3, of the Form R-3 , must file and annually renew with the Commission a Form R-5: Certificate of Compliance for Natural Gasoline Plants (Statewide Rule 61). The R-5 is to be mailed to the Commission District Office having jurisdiction over the gasoline plant. The certificate must be renewed one year from the date of the prior renewal.

* A cycling plant operator, that is, of a plant cycling gas not liquid hydrocarbons, must be filed and annually renew with the Commission a Form R-6: Application for Certificate of Compliance (Statewide 62). Form R-6 is to be mailed to the Commission District Office having jurisdiction over the cycling plant. The certificate must be renewed by filing a Form R-6 by August 1st of each year.

* Other typed plants (drip, scrubbers, separators, dehydrators, etc., which produce only liquid hydrocarbons specified in Section V 1, 2, and 3 of the Form R-3) do not need a certificate of compliance.
- 3. Form R-3: Monthly Report for Gas Processing Plants.** This is a monthly report which must be filed by all operators of gas processing plants in accordance with Statewide Rule 54. The original is to be filed with the Commission's Austin Office no later than the 25th of the month following the month for which operations are being reported. The failure to timely file the Form R-3 may result in the liquid hydrocarbon stock – on – hand being frozen for the delinquent plant/facility by Commission action. Several facilities (drips, scrubbers, and compressors) may be reported on one Form R-3 if they serve a main system where gas is delivered for final processing and disposition. The Form R-3 must be filed beginning with the initial month of operation through to the time when the plant is no longer in operation. When operations have ceased and all stock in inventory has been disposed of, mark the Form R-3 as "Final Report" in Section XI No. 3. If the Form R-3 is the first report for a new plant, not "New Plant" at the top of the form. For new plant serial numbers, Fax a completed R-3 with all appropriate lines filled in and a serial number will be issued. Detail instructions for the Form R-3 are covered below.
- 4. Changes in gas processing plant operator, plant name or plant type** are to be brought to the attention of Gas Plant Audit Section of Permitting/ Production Services by noting the changes and effective dated on the Form R-5, R-6 and in Section XI Line 3 of the Form R-3: Monthly Report of Gas Processing Plants.

DETAILED INSTRUCTIONS FOR THE FORM R-3: MONTHLY REPORT FOR GAS PROCESSING PLANTS

Purpose of the Form R-3. It is an accounting in general and in detail of:

- natural gas received at the gas processing plant or facility and its disposition see Natural Gas detail below,
- solids, other gases, and liquid hydrocarbons, that result from the treatment and/or processing of the gas are received by the plant/facility; for liquid hydrocarbon production, there is also stock balancing and disposition (see other materials below).

Identification Section of the Form R-3

- use the serial number as assigned by the Commission Austin Office
- use the operator name exactly as shown on Form P-5 (Organization Report) and operator number.
- use the operator name exactly as listed for the Commission assigned R-3 Serial number (system name is no longer required).
- List the names of fields that are the source of the natural gas supply
- Give the name of the county where plant/facility is located
- Physical location (for initial R-3 only) show street address ,direction, or distance from nearest major intersection.
- Give the maximum daily MCF that the plant or facility was constructed to process
- Give type of plant

Section I, II, III, IX, and XI relate to natural gas. All gas volumes must be reported in the thousands of cubic feet (whole numbers only, no decimals) at a base pressure of 14.65 PSI absolute and a base temperature of 60 degrees Fahrenheit in accordance with the gas measurement law. The number and volumes from all oil and/or gas well connected to the whole system are to included. Note: do not fill out these sections if the R-3 is filed for a main line drip station (see other material detail)

Section I: Intake Volumes (MCF monthly)

1 - 6 number of wells and gas volumes must be given separately for gas well and casinghead gas as well as totals.

* Gas Well: a producing well carried on the Commission gas well proration schedule.

* Oil Well: a well that is producing oil and casinghead gas and is carried on the Commission oil well proration schedule)

2. Total volume of gas **PRODUCED BY WELLS** connected to the plant by any gathering system (s) **AS MEASURED AT THE WELL FOR GAS WELL GAS OR ON THE LEASE FOR CASINGHEAD GAS.**
3. Volume of gas from the gathering system that will not be processed through the plant/facility. If any volume is listed, Section II must be completed to itemize its disposition. The volumes across Line 3 for gas well gas, casinghead gas, and total should equal those volumes shown in Section II, Line 10.
4. The volume of gas from the gathering system that Will be processed. (Line 2 minus Line 3.)
5. Volume of gas coming into the plant/facility from the well **AS MEASURED BY PLANT INTAKE METERS.**
6. Volume of any discrepancy between Line 4 and Line 5.
7. Refinery and Storage Vapors. Self explanatory. Total volume that source.
8. Volume of natural gas received for further processing from **ANOTHER GAS PROCESSING PLANT/FACILITY** that is being reported on a Form R- 3 by that plant/facility. The Commission assigned serial number of that plant/facility is be given on this Line and the amount of gas in the total column.

9. Volume from a line carrying gas that is already processed and/or gathered directly from gas wells or oil leases.
10. Gas Withdrawn From Storage .Occasionally gas is withdrawn from some reservoirs and sent to processing plants. In this case, they will

Show the total volume gotten from all reservoirs on the line that says withdraw from storage.
11. Volume of natural gas that is received for processing or further disposition from another state. The name of

of the state is to be given on this line along with the amount of gas

in the total column.
12. Total of volumes given in Lines 5 and 7 in the "Total" column. This total volume is to be itemized as

disposition in Section III and should equal the volume shown in

Section III Line 15, total.

SECTION II AND SECTION III both itemize total volumes according to the disposition of the natural gas. Section II is for gas from the gathering system that is not processed through the plant. Section III is for the residue gas. The following are explanations of the various dispositions.

1. Extraction Loss. Volumetric equivalent of liquid hydrocarbons removed during processing. If any liquid hydrocarbons are recovered, Section V must be completed.
2. & 3 H2S and CO2 Loss. Volume of hydrogen sulfide and/or carbon dioxide removed during processing. If any is recovered, Section IV must be completed. Note: Prior to removal of hydrogen sulfide, a Form H-9:

Certificate of Compliance Rule 36 must be filed with the appropriate district office.
4. Plant Fuel. Volume of gas used as fuel for plant during its operation.
5. Fuel System and Lease Use/Lease Fuel and Use. Volume of natural gas used, sold / given for field operations, lease drilling fuel, compressor fuel,

etc.
6. Gas Lift. Volume of gas used, sold, or given for injection into oil wells to lift oil that will be reported by the lease operator on the Form P-1 production report in Column 9.
7. Repressuring and Pressure Maintenance. Volume of gas used, sold or given to maintain up reservoir pressure through an injection well in an oil reservoir. If any volume of gas is reported under this disposition Section IX must be completed and there must be agreement between volumes in both sections.
8. Cycled. Volume of gas returned to gas cycling projects (gas reservoir / gas cap of association reservoir) after extraction of liquid hydrocarbons. If any volumes of gas under this disposition Section IX must be completed.
9. Underground Storage. Natural gas injected into underground storage. If any volume of gas is reported under this disposition, Section IX must be completed.

Note: A monthly GAS STORAGE DATA SHEET (G-3) must be filed with the Commission in Austin.
10. Carbon Black Plants. Volume of natural gas delivered to a gas carbon black plant

11. Other Processing Plants. Volume of natural gas delivered to ANOTHER GAS PROCESSING PLANT/FACILITY which will report its receipt on a Form R-3.
 12. Transmission Line. Volume of natural gas sent through transmission line to be used for industrial plant, irrigation fuel, refinery fuel, etc.
 13. Vented. Volumes of gas unavoidably vented. If any volume is given, Section XI must be completed.
 14. Meter Difference. Volume of difference between Section I, Line 12 and Section III sum of volumes of numbers 1 – 13. If this amounts to 10 percent or more of Section I, Line 12, a letter of explanation must be attached to Form R-3.
1. Extraction Loss due to removal of water should be listed in Section III identified as item 15.
 2. Extraction Loss due to Nitrogen should be listed in Section III listed as item 16.

Totals. (Lines 1 – 16) The totals of Section II must equal the totals of Section I Line 3, while the total of Section III Must equal Section I Line 12.

Section IX: Report of gas injected. Only gas from this plant/facility is to be shown in this section. If any volumes were listed in either Section II or Section III under the following disposition, this section must be completed.

* Repressuring and Pressure Maintenance * Cycled *Underground Storage

In Column 3, "Lease", please put the oil lease or gas well ID number in parentheses under the lease name. If more space for injection listing is needed, continue on a form R-4; Gas Processing Plant Report of Gas Injected. Oil wells receive credit for gas injected and reported by the lease operator as "repressuring and maintenance" on Form W-9. Gas wells receive credit for gas cycled and reported a "cycled" on Form G-9.

Section X: Detail of delivery of gas. If any volumes were listed in either Section II or Section III under the following dispositions, this section must be completed.

* Other processing plants * Transmission line(including gas to others for lease use, storage, industrial use, etc)

Gas shown in Section II is to be listed under "Unprocessed Gas" column, while that shown in Section III is to listed as "Residue Gas" column. Deliveries of both contract gas and non-contract should be reported in this section. Include contract gas for injection.)

Section XI: Remarks. If volumes are listed in Section II or Section III under the disposition of "Vented", this section must be completed. Section I for unprocessed gas, Section 2 for residue gas.

Other Materials Detail

Section IV relates to the recovery of sulfur and CO₂ during the processing of the natural gas. Section V, VI, VII, and VIII relate to the production, stock balancing, and disposition of liquid hydrocarbons resulting from the processing of the natural gas. All liquid quantities shown shall be in barrels of U.S. gallons based on actual physical guages computed from 100 % U.S. Tank Tables or other method of measurement approved by the Commission and corrected for the temperature at the time of measurement to a standard temperature of 60 degrees Fahrenheit. Do not use fractions of barrels of liquid in this report

* Main-line drip stations need fill out ONLY Section V, VI, VII, and VIII and leaving Section I-IV and IX-XI blank. A main-line drip station is one located downstream from the main gas processing plant compressor, that is, the gas has ALREADY been through the plant.

* Operators in the Panhandle oil fields refer to Commission memorandums of September 24, 1985 and February 6, 1986, concerning the reporting of LTX liquids on Form R-3.

Section IV: Sulfur and CO₂ Recovery. Sulfur should be reported in long tons.

Section V: Plant Liquid Hydrocarbons Production (barrels only). ALL liquids production is to be reported on this section. No 11 is the total of all volumes listed in No's 1 thru 10. This total should be identical to the total in Section VII Line 5, "Produced". Do not include as production any products received since this section is only for those products extracted from natural gas taken into the plant for processing.

1. Condensate from Gas Well Gas: drip and/or condensate production from gas well gas are liquids reported on Form R-3. Do not report any condensate production on the Form P-2 (Producers Monthly Report of gas wells). Any volume entered here is to be carried over to Section VII, Line 5, first column.
2. Drip and/or Scrubber Oil from casinghead Gas: The total volume of drip and/or scrubber oil recovered prior to compression from casing head gas by the gas processing plant. This drip from casinghead gas is assumed to be liquids in the line that have naturally dropped out of casinghead gas. This would include ALL liquids that cannot be proven to be dripped from gas well drip.
3. Plant Condensate: Condensate recovered after compression through plant processing and not recoverable through normal lease separation. Any volume entered here must be carried over to Section VII line 5 and included in the first column. NOTE: When reporting hydrocarbons or LPG mixtures in this section, the components should be listed if they are known rather than the mixture itself.

Section VI: Detail of Drip of Scrubber Recovery: This must be completed, including well counts if the Form R-3 is being filed for a main-line drip station or a system

composed of more than one facility. Total volume should be the same as that shown for Section V, Number 2.

Section VII: Barrels (liquid hydrocarbon stock balancing). In this section, the details are given of the various liquid hydrocarbons that were reported in

Section V, opening and closing inventories, receipts, deliveries, and losses. LPG and hydrocarbon mixtures should be broken down and listed by components if those components are known.

Line1: Should equal Line 10 of the previous month's R-3.

Line2: Stock being held by Commission action due to violation of Commission rules

Line3: Total of line 1 plus Line 2

Line4: Amount received into plant for further processing or disposition: must be itemized in Section VIII

Line5: Total of volumes reported in Section V as extracted from natural gas taken into the plant for processing. Do not list any products that were received; they are to be listed in Line 4 by component.

Line6: Amount taken from plant for delivery elsewhere including LPG placed in underground storage; must be itemized in Section VIII

Line7: Amount lost due to evaporation, theft, etc., An explanation should be given.

Line8: Line 3 plus line 4 plus line 5 minus line 6 minus line 7

Line9: See Line 2 explanation

Line10: Line 8 minus Line 9. Should equal Line 1 following month's Form R-3

Section VIII: Liquid Operations Statement. In this section, any liquid hydrocarbons listed in Section VII on lines 4 or 6 must be individually identified.

LPG and hydrocarbons mixtures are to be given as a mixture rather than by components. Any commodities going into or coming from underground storage should be listed in this section with notation of "underground storage" made in the first column.

All receipts and deliveries must be shown. If the commodity is condensate, drip, or scrubber liquid hydrocarbon or the company listed is another gas processing plant, the second column must also be completed by entering the COMPLETE Commission assigned registration serial no. of the receiving/delivering company,(e.g., T-1 8A-004,R-3). If the transaction is wholesale/retail, note this in the second column.

If additional space is required to list receipts and deliveries, a page may be attached listing in the exact same format as shown in Section VIII.

OTHER REFERENCES: SWR 56 Scrubber Oil and Skim Hydrocarbons

AUSTIN, TEXAS PERMITTING/PRODUCTION SECTION

OCTOBER 2000

Summary of Form R-3 Balancing Conditions

1. Section I, line 12 (Total) needs to equal Section III, line 16.
2. Section I, line 3 needs to equal Section II, line 10.
3. Section I, line 8 needs to include serial number from the other processing plant(s). Circle your response before submitting.
4. Section I, line 11 needs State abbreviation. Circle your response before submitting.
5. Lines 2, 4 and 5 should equal the same total unless loss or gain on line 6.
6. Lines 5 and 6 equal line 4 and 2.
7. Section I, line 3 equals total in section II, so this line is subtracted from line 2 and equals line 4.
8. Section V numbers need to be the same in Section VII, line 5.
9. Section VI no longer applies. Can be omitted.
10. Section VII, line 4 needs to be the same as Section VIII under Received. Make sure to complete the rest of section VIII and to complete the Totals.
11. Section VII, line 6 needs to be the same as Section VIII under Delivered. Make sure to complete the rest of section VIII and to complete the Totals.
12. Section VII, line 7 loss needs explanation in Section XI.3 (Examples - BS&W, Evaporation or measurement loss. Please circle response before submitting.)
13. Section VIII does have a total line.
14. Section IX numbers come from Section II line 3, 4 and/or 5 and/or Section III, line 7, 8 and/or 9.
15. Section X numbers for Unprocessed Gas comes from Section II, line 6 (List amount on line 6 as "A" under "Use or Disposition") and/or 8(List number on line 8 as "B" under "Use or Disposition").
16. Section X numbers for Residue Gas comes from Section III, line 11(List number on line 11 as "A" under "Use or Disposition") and or 12 (List number on line 12 as "B" under "Use or Disposition").
17. Section XI, line three explains the loss in Section VII. Line 7 or reason for Final Report or information when the plant is being transferred to another operator.

Please refer periodically to the online version of the form instructions for updates:

<http://www.rrc.state.tx.us/forms/forms/og/pdf/r-3ins.pdf>

RAILROAD COMMISSION OF TEXAS
 Oil and Gas Division
 PO Box 12967
 Austin, Texas 78711-2967

**MONTHLY REPORT FOR
 GAS PROCESSING PLANTS**

CORRECTED REPORT
 FINAL REPORT

R-3
 REV. 10/00
 REPORT FOR (mm/yy) _____

OPERATOR NAME _____ COUNTY _____ SERIAL NO. _____
 OPERATOR ADDRESS _____ PLANT/SYSTEM NAME _____
 OPERATOR P-5 NO. _____ TYPE PLANT _____ R-5 PLANT AVG. INTAKE CAPACITY _____

PHYSICAL LOCATION: For initial R-3 or changes (street address
 Or distance & direction from nearest named major intersection):

REPORT ALL GAS VOLUMES IN MCF AT 14.65 PSIA PRESSURE AND 60° FAHRENHEIT IN ACCORDANCE WITH GAS MEASUREMENT LAW.

SECTION I: Intake Volumes (MCF monthly)	GAS WELL GAS	CASINGHEAD	TOTAL
1. NO. OF WELLS PRODUCED			
2. GAS INTO GATHERING SYSTEM			
3. DELIVERIES FROM GATHERING SYSTEM			
4. GATHERING SYSTEM TO PLANT FOR PROCESSING			
5. PLANT INTAKE - FROM PLANT METERS			
6. LOSS OR GAIN - DIFF. BETWEEN LINES 4 & 5			
7. REFINERY AND STORAGE VAPORS			
8. GAS FROM OTHER PROCESSING PLANTS			
9. GAS FROM MAIN TRANSMISSION LINE			
10. GAS WITHDRAWN FROM STORAGE			
11. GAS IMPORTED FROM OTHER STATES			
12. NET GAS TO PLANT FOR PROCESSING			

SECTION II: Disposition of Unprocessed Gas from Gathering System (MCF monthly)	GAS WELL GAS	CASINGHEAD	TOTAL
1. FUEL SYSTEM AND LEASE USE			
2. GAS LIFT			
3. REPRESSURING & PRESSURE MAINTENANCE			
4. CYCLED			
5. UNDERGROUND STORAGE			
6. OTHER PROCESSING PLANTS			
7. CARBON BLACK PLANTS			
8. TRANSMISSION LINE			
9. VENTED			
10. TOTAL			

SECTION III: Disposition of Residue Gas (MCF monthly)		
1. EXTRACTION LOSS	7. REPRESS & PRESS MAINT	13. VENTED
2. H ₂ S LOSS	8. CYCLED	14. METER DIFFERENCE
3. CO ₂ LOSS	9. UNDERGROUND STORAGE	15. WATER
4. PLANT FUEL	10. CARBON BLACK PLANTS	16. NITROGEN LOSS
5. LEASE FUEL & USE	11. OTHER PROCESS. PLANTS	
6. GAS LIFT	12. TRANSMISSION LINE	TOTAL (LINES 1-16)

SECTION IV: Sulfur and CO ₂ Recovery		
PRODUCTION OF SULFUR FROM PROCESSING NATURAL GAS _____ TONS	CO ₂ _____	MCF _____

SECTION V: Plant Liquid Hydrocarbon Production (barrels monthly)			
1. CONDENSATE FROM GAS WELL GAS _____	2. SCRUBBER OIL FROM CASINGHEAD GAS _____		
3. PLANT CONDENSATE _____	6. PROPANE _____	9. ETHANE _____	
4. GASOLINE _____	7. BUTANE-PROPANE MIX _____	10. _____	
5. BUTANE _____	8. ISO-BUTANE _____	11. TOTAL _____	

SECTION VI: Detail Scrubber Recovery. Only for identifiable slugs NOT returned.			
SOURCE OF SCRUBBER/CONDENSATE SLUGS NOT RETURNED	NO. OF GAS WELLS	NO. OF OIL WELLS	BARRELS
			TOTAL

(Use Attachment if Necessary)

SECTION VII: Barrels

	Condensate	Scrubber Oil	Gasoline	Butane	Propane	Ethane	Other	Total
1. OPENING BALANCE								
2. FROZEN STOCK								
3. TOTAL OPENING STOCK								
4. RECEIVED (Sec. VIII)								
5. PRODUCED (Sec. V)								
6. DELIVERED (Sec. VIII)								
7. LOSS (Explain in Sec. XI.3)								
8. TOTAL CLOSING STOCK								
9. FROZEN STOCK								
10. CLOSING BALANCE								

SECTION VIII: Liquid Operations Statement

Company	R.R.C Registration Serial No.	Commodity	Received Bbls	Delivered Bbls

TOTALS

SECTION IX: Report of Gas Injected – Direct Repressuring, Pressure Maintenance, Cycling, or Underground Storage – If Additional Space Needed, Use Form R-4

Field and Reservoir	1	Well Owner	2	Lease	3	Well No.	4	Inj. Pres.	5	MCF Monthly	6
						Total		XXXXXX			

SECTION X: Detail of Delivery of Gas – Except Lease Fuel System (MCF monthly)

Delivered to Whom	Use or Disposition	Unprocessed Gas (Sec. II)	Residue Gas (Sec. III)

SECTION XI: Remarks

- REASON FOR VENTING UNPROCESSED GAS _____
- REASON FOR VENTING RESIDUE GAS _____
- _____

CERTIFICATION

I declare under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this report, that this report was prepared by me or under my supervision and direction, and that data and facts stated therein are true, correct, and complete, to the best of my knowledge.

Signature _____ Name of Person (type or print) _____

Date _____ Type _____ Phone No. w/AC _____

INSTRUCTIONS: Reference Statewide Rule 56, Scrubber Oil and Steam Hydrocarbons

- This report shall be filed (original only) with the Austin Office of the Railroad Commission no later than the 25th of the month following the month being reported.
- Operators of gas processing facilities that report hydrocarbons other than or in addition to those listed in Section V, lines 1, 2, 3, are required to annually file a Form R-5, *Certificate of Compliance*.
- Change of Operator, New R-5 facility operators must file a Form R-5 prior to the effective date of the change. Both the new and old operators of non-R-5 facilities, when filing an R-3 report are to note the operator name change and the effective date in Section XI, items 1, 2. A final report is NOT to be filed unless No. 4, below, applies.
- Final Report, File a final Report when there is no remaining stock on hand AND the facility will be inactive at least six months.
- Signature, The individual preparing the R-3 report is authorized to sign it.
- Totals, The Total in all sections is to be filled out if there have been any volumes given in the section.
- Detailed Instructions, Available from the Permitting & Production Section, Oil and Gas Division, Railroad Commission, Austin, Texas.

Forms Required by Underground Storage of Natural Gas Operations for Monthly/Annual Reporting

Check List	Form	Authorization
<input type="checkbox"/>	P-5	SWR – 1
<input type="checkbox"/>	G-3	SWR – 96 and 97
<input type="checkbox"/>	Annual Storage Report	

G-3 – Gas Storage Data Sheet

RAILROAD COMMISSION OF TEXAS
 Oil and Gas Division – Production Allocation
 P.O. Box 12967, Austin, Texas 78711-2967
 FAX 512-463-6955

GAS STORAGE DATA SHEET

G-3
 REV. 10/94

1. Operator Name	2. Oper. P-5 Organization No.	DATE REPORT FILED
3. Operator Address, including city, state, and zip code	4. RRC District No.	PERIOD COVERED BY REPORT Preliminary data for the first 15 days of current (mo/yr) _____ / _____ Final data for full preceding (mo/yr) _____ / _____ <input type="checkbox"/> other (specify)
	5. County	
6. Facility Name	7. RRC field number	
8. Lease Name(s), as shown on RRC proration schedule	9. Lease number(s)	10. UIC project (formation) or permit (salt dome) no.
11. Max. storage capacity	12. Minimum pad	13. Max. injection rate/day
14. Max. withdrawal rate/day		

SECTION I. Stored Gas Inventory (working volume)	A. Preliminary (1 st -15 th current mo.)	B. Final (full preceding mo.)
15. Beginning balance of stored gas	_____	_____
16. Volume of gas injected		
a. Gas owned by storage operator
b. Gas owned by affiliate of storage operator
c. Gas owned by non-affiliated third party
d. Other
e. TOTAL	_____	_____
17. Volume of gas withdrawn		
a. Gas owned by storage operator
b. Gas owned by affiliate of storage operator
c. Gas owned by non-affiliated third party
d. Other
e. TOTAL	_____	_____
18. Ending balance of stored gas	_____	_____

SECTION II. Resident Gas Inventory (non-working vol.)	A. Preliminary (15 th day/current mo.)	B. Final (last day/preceding mo.)
19. Current volume	_____	_____

SECTION III. Native Gas Inventory	A. Preliminary (1 st -15 th current mo.)	B. Final (full preceding mo.)
<input type="checkbox"/> check here if no native gas is present in reservoir		
20. Beginning balance of native gas	_____	_____
21. Total volume of native gas withdrawn	_____	_____
22. Ending balance of native gas	_____	_____

SECTION IV.	A. Preliminary (15 th day/current mo.)	B. Final (last day/preceding mo.)
23. Total gas in storage	_____	_____

CERTIFICATION. I declare under penalties prescribed in T.N.R.C. Sec. 91.413 that I am authorized to make this report, that it was prepared by me or under my supervision and direction, and that the data and facts stated herein are true, correct, and complete to the best of my knowledge.

Signature _____ Name (print) _____ Phone _____

Title _____ Contact (if different) _____ Phone _____

— REPORT ALL GAS VOLUMES AT 14.65 PSIA PRESSURE AND 60° f, IN MCF —
— READ INSTRUCTIONS ON REVERSE SIDE —

Instructions for Filing

Form G-3: Gas Storage Data Sheet

Who Files	The Form G-3 is filed by the operator of underground gas storage facilities.
When and Where to File	File the G-3 no later than two (2) working days after the 15 th day of each month. Fax a copy of the form to the Oil and Gas Division's Production Allocation Section – Engineering Group at (512) 463-6780. Mail the original at the same time to the address shown on the front. Special filings may be required during periods of very high demand for gas supplies; storage facility operators will be notified when this occurs. A separate Form G-3 should be filed for each facility.
What does the G-3 cover	<p>The G-3 covers volumes and rates for two periods. Data for both is filed at the same time on the same sheet.</p> <p>PRELIMINARY. This is the data representing activity at the facility for the period from the 1st – 15th of the current month. This includes the data from the 15th day.</p> <p>FINAL. This is the data representing activity at the facility for the full preceding month.</p>
General Identification and Information Section	The RRC district no. and the county are those in which the storage facility is located. The facility name is that under which the facility is permitted and the lease name(s) are those for the wells which are assigned to the field in which the facility is located. The UIC project number is the number assigned to reservoir storage. (If the storage facility is in a salt dome formation, a UIC permit number is assigned, instead.) Maximum storage capacity is the known maximum capacity of the storage facility. The minimum pad is the total volume of gas which will maintain the required rate of delivery during an output cycle. The maximum injection rate/day is the maximum volume of gas that can be injected on any given day under normal operating conditions while the maximum withdrawal rate/day is the maximum volume of gas that can be withdrawn on any given day under normal operating conditions.
Section I	Stored Gas Inventory (working volume) - Reflects injected/stored gas volumes immediately available to meet demand, excluding Resident Gas (see Sec. II) and Native Gas (see Sec. III). Injected and withdrawn volumes are to be split out by who retains title to the gas being stored: the storage operator, a party affiliated with the storage operator, or a non-affiliated third party. The term "affiliate" is to be read to include direct and indirect common ownership or control, joint venture, partnership, or other form of coordinated relationship.
Section II	Resident Gas Inventory (non-working volume) – Cushion or pad gas volume maintained/held in storage for operational purposes, excluding Native Gas (see Sec. III), and not available to meet demand.
Section III	Native Gas Inventory – Native gas volume as defined under Texas natural Resource Code Sec. 91.173 (4) and required under Sec. 91.174 (A)(3), 91.175 and Commission Final Order, to be reported and accounted for by the operator of the storage facility.
Section IV	Total Gas in Storage – The sum of sections I, II, and III.



RAILROAD COMMISSION OF TEXAS

OIL AND GAS DIVISION

TO: ALL OPERATORS OF UNDERGROUND NATURAL GAS STORAGE FACILITIES IN THE STATE OF TEXAS

FROM: The Railroad Commission of Texas

RE: Revised Gas Storage Data Sheet, Form G-3

The Commission approved revision of the Gas Storage Data Sheet required for monthly reporting of gas storage facility data effective October 10, 1994. Please use the Form G-3 (rev. 10/94) to report monthly storage data no later than two working days after the 15th of each month.

The Form G-3 consolidates the requests that in the past have been made by telephone by staff of the R-3 Section of the Oil and Gas Division and the former Reports and Curtailment Section of the Transportation/Gas Utilities Division. Those telephone inquiries have been replaced by the data submitted on the Form G-3. In an emergency you may be contacted by phone.

If there are any questions concerning the filing of this form please contact the Engineering Unit at 512-463-1126 or 6943.

UIC permitting procedures can also be found at <http://www.rrc.state.tx.us/divisions/og/uic/manual/HTML/index.html>.

Annual Gas Storage Operator Report

RAILROAD COMMISSION OF TEXAS
R-3 Section, Oil & Gas Division
P. O. Box 12967, Austin, Texas 78711-2967

ANNUAL GAS STORAGE OPERATOR REPORT

REPORT YEAR: _____

1. Operator Name:		2. P-5 No:		
3. Mailing Address:				
4. Facility Name:		5. Facility Location:		
6. RRC District	7. County:	8. Field Name & No.:	9. UIC Project No. or UIC Permit No.:	
10. List the three maximum injection and withdrawal periods during the last twelve months. State volumes and duration.				
a. Injection	b. Period start:	c. Period end:	d. Total hours	e. Volumes injection/withdrawn
1				
2				
3				
Withdrawal				
1				
2				
3				
11. CERTIFICATE: I declare under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this report, that this report was prepared by and or under my supervision and direction, and that data and facts stated therein are true, correct, and complete, to the best of my knowledge.		Signature: _____ Date: _____ Name of Person Signing: _____ Title: _____ Phone: _____ Address: _____		
<i>Please fill out information on reverse side of form.</i>				

12. Summary of storage service by customer: (Please use separate page for each customer).						
a. Customer: Consistent with RCT practice, storage operator may use coded identification numbers for each customer. () Customer is affiliate of storage operator		b. Contracted Volumes: (if applicable)	c. Type of service: E.g., firm Interruptible, Seasonal Annual, etc.	d. Type of customer: E.g., LDC, electric utility, marketer, producer, broker, industrial end user, intrastate pipeline, interstate pipeline, etc.		
e. RCT Tariff No. applicable to this customer.:		f. Injection charge: (\$/mcf)	g. withdrawal charge: (\$/Mcf)	h. Demand/Reservation Charge (\$/Mcf)	i. Deliverability charge: (\$/Mcf)	j. Other charges:
k. Storage Balance on hand for this customer as of January 1 st of reporting year:		Injection	Withdrawal			
Total Injections/Withdrawals for January						
Total Injections/Withdrawals for February						
Total Injections/Withdrawals for March						
Total Injections/Withdrawals for April						
Total Injections/Withdrawals for May						
Total Injections/Withdrawals for June						
Total Injections/Withdrawals for July						
Total Injections/Withdrawals for August						
Total Injections/Withdrawals for September						
Total Injections/Withdrawals for October						
Total Injections/Withdrawals for November						
Total Injections/Withdrawals for December						
l. Storage Balance on hand for this customer as of December 31 st of reporting year:						

ANNUAL GAS STORAGE OPERATOR REPORT
INSTRUCTION

1. All gas volumes are to be reported in Mcf (thousand cubic feet).
2. Attach additional sheets for responses that exceed space provided.
3. Please sign and date form.
4. In Box 12, the coded I.D. number is a unique number assigned by the storage operator. The term "affiliate" is to be read to include direct and indirect common ownership or control, joint venture, partnership or other form of coordinated relationship. The term "contracted volume" refers to the maximum contractual quantity available to the customer under the type of service being provided. If the service is provided only as available, for example, there will be no response in this box. If a rate is charged other than suggested in boxes 12.f. through 12.i., please indicate that rate in rate in box 12.j.
5. Deadline for submission is by January 31st of each year.

File with:

G-3 Section, Oil & Gas Division

Railroad Commission of Texas

P.O. Box 12967

Austin, Texas 78711-2967

6. For questions regarding the completion of this form, please contact the G-3 Section of the Oil & Gas Division at (512) 463-3840.



RAILROAD COMMISSION OF TEXAS

OIL AND GAS DIVISION

TO: ALL OPERATORS OF UNDERGROUND NATURAL GAS STORAGE
FACILITIES IN THE STATE OF TEXAS

FROM: The Railroad Commission of Texas

RE: Annual Gas Storage Operator Report

As approved on October 10, 1994, the Commission requests the annual reporting of the indicated data on the Annual Gas Storage Operator Report.

Please complete the form and file it as required in the instructions no later than 5:00 p.m., on January 31st of each year.

If there are any questions concerning the filing of this form please contact the Oil and Gas Engineering Department at (512) 463-1126 or 6943.

UIC permitting procedures can also be found at <http://www.rrc.state.tx.us/divisions/og/uic/manual/HTML/index.html>.