



JICARILLA APACHE NATION  
OIL & GAS ADMINISTRATION

FORM JAN-18-020  
APPROVED OGA  
NOVEMBER 2021

**APPLICATION FOR OFF-SITE GAS MEASUREMENT PERMIT**

Please submit this application and all attachments to [info@jicarillaoga.com](mailto:info@jicarillaoga.com).

*Note that without approval granting off-site measurement, Jicarilla Apache Nation law **requires** measurement of natural gas at the **wellhead** by meters that meet the minimum standards prescribed in 43 C.F.R. Part 3175. **Off-lease** measurement is **not permissible** under Jicarilla Apache Nation law.*

**SECTION 1 – OPERATOR INFORMATION**

Name of Operator:

Address:

City:

State:

Zip Code:

Phone No.:

Contact Person:

Email:

**SECTION 2 – OFF-SITE MEASUREMENT INFORMATION**  
**(Attach separate page(s) as necessary to provide required information.)**

Location of Proposed Off-Site Measurement (include off-site measurement meter number):

Method of Proposed Off-Site Measurement (and other details that will ensure the Nation has the ability to verify that production is accurately measured and properly reported):

Method of Proposed Allocation to Individual Wells (including the proposed allocation to individual wells of the volumes of gas used in well, field, and lease operations):



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**SECTION 3 – ATTACHMENTS CHECKLIST**

Verify that the following information is attached by checking the boxes.

- Att. A (please use the attached Excel template) - List of wells affected by this permit, to include:
  - Lease or Mineral Development Agreement Number
  - Well Name
  - Identification of the Well (API Number)
  - Location of Well (Quarter-Quarter Section)
  - Formation
  - Royalty Rate
  - Meter Number
  - Tank Number
  - Drip Tank Number

*Attach separate page(s) as necessary to provide the following information.*

- Reported production by well on a monthly basis for the previous twelve (12) months.
- Site facility diagram that complies with the requirements under 43 C.F.R. § 3173.11.
- To-scale map showing location of wells, pipelines, meters, gathering equipment, treatment facilities (separators, dehydrators, compressors, etc.), storage facilities, and the proposed off-site measurement location.
- Most recent gas analysis reports that contain the Btu content for each well subject to this application, and that otherwise meet the requirements under 43 C.F.R. §§ 3175.119-120.
- Most recent meter calibration test results for each well subject to this application.
- Detailed economic justification (e.g., estimates of reduced operating costs or other economic data to show that off-site measurement is likely to extend the economic life of the well and increase total recovery of gas from the well).
- Evidence that Jicarilla royalties or production accountability will not be adversely affected by approval of the application.

*Additional information may be required upon request by the OGA or the Jicarilla Revenue and Taxation Department (“Department”).*

**Incomplete applications will not be processed.**

**I hereby certify that the information provided in this application, or provided in connection herewith, is true, accurate, and complete to the best of my knowledge.**

**Print Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

OGA will act on the application within 60 days of submission. If final action has not taken place on the application within 120 days after the application is received by the OGA, the application shall be deemed denied. The denial of an application may be appealed pursuant to J.A.N.C. § 18-14.

OGA may, after 30 days’ notice in writing to the permittee, revoke or modify any permit issued under J.A.N.C. § 18-12 if the permittee is found to be in violation of Nation or other applicable law, including any requirement(s) under Titles 11 (Taxation) or 18 (Oil and Gas) of the Nation’s Tribal Code.

**FOR OGA USE ONLY**

The foregoing application for off-site gas measurement is approved pursuant to the authority granted under J.A.N.C. § 18-12.

**OGA Director Signature:** \_\_\_\_\_ **Date Issued:** \_\_\_\_\_

**Permit No.:** \_\_\_\_\_

**Comments:**



## JICARILLA APACHE NATION OIL & GAS ADMINISTRATION

### APPLICATION FOR OFF-SITE GAS MEASUREMENT PERMIT REQUIREMENTS AND INSTRUCTIONS

#### GENERAL REQUIREMENTS

The Jicarilla Apache Nation Tribal Code § 18-12-2 provides:

(A) Measurement of natural gas production for purposes of calculating royalty or any applicable tax of the Nation shall take place at the **wellhead** unless the operator of the well first obtains an off-site gas measurement permit as provided in this Chapter.

(B) An application for an Off-Site Gas Measurement Permit may be approved by the Director only if all of the following requirements are established by the applicant:

- (1) Off-site gas measurement will take place at a location **within** the boundaries of the lease or minerals development agreement on which **all** of the affected wells are located;
- (2) Estimates of reduced operating costs or other economic data to show that off-site measurement is likely to extend the economic life of the well and increase total recovery of gas from the well;
- (3) Off-site measurement will take place before the gas is commingled with gas from any other well that is subject to a different royalty rate, unless the gas from such other well has been separately measured as provided in this Chapter before commingling;
- (4) Each well affected by the permit will be tested for BTU content, at least once each calendar year, before gas from the well is commingled with gas from any other well; and
- (5) The proposed off-site measurement will not result in economic loss to the Nation.

#### REPORTING REQUIREMENTS

The Jicarilla Apache Nation Tribal Code § 18-12-5 provides in part that:

- Each permit holder **shall** submit to the OGA each year by March 1 “[c]opies of all gas analysis test results, including BTU content, for each well affected by the permit.
- Each permit holder **shall** notify the OGA and Revenue & Taxation Department in writing within thirty (30) days if there are any changes in well status or production affecting the eligibility of the well for off-site metering.

Permittee must notify OGA within fifteen (15) days if there is a change from off-site metering to wellhead metering for any well that is subject to an existing off-site gas measurement permit. Furthermore, permittee must obtain prior written approval from OGA to add any additional wells to an approved off-site measurement point.

Failure to comply with the requirements under J.A.N.C. § 18-12 will result in the imposition of penalties, or OGA may, after 30 days’ notice in writing to the permittee, revoke or modify any permit issued under J.A.N.C. § 18-12 if the permittee violates **any** requirement under Title 18 (Oil and Gas) of the Nation’s Tribal Code, including the off-site measurement reporting requirements.

#### INSTRUCTIONS

- Read thoroughly and complete application in full.
- A separate application must be submitted for each proposed off-site measurement point. **Applications for off-lease measurement will not be processed.**
- Attach documents as required.
- Submit the application and all attachments to [info@jicarillaoga.com](mailto:info@jicarillaoga.com).
- **Incomplete applications will not be processed.**