

INFORMATIONAL NOTICE 10- 3

Oct. 14, 2010

Manitoba Electronic Well Licence Application

In order to streamline the well licence application process, the Manitoba Petroleum Branch is introducing the Manitoba Electronic Well Licence Application (MEWLA). Therefore, effective immediately, applications for a well licence must be submitted electronically.

The application will enable the user to complete the well licence application and submit it electronically to the branch. Processing of the well licence will not commence until all completed supporting documentation is received electronically, and payment for the well licence is received by the branch as per the Drilling and Production Regulation.

Application for well licence must include:

- (a) the application fee and levy set out in Schedule A of the Drilling and Production Regulation;
- (b) an original copy of a survey plan, acceptable to the director, of the area surrounding the proposed well including section grid file for horizontal or directional wells as per Informational Notice 08-06
- (c) a copy of documentation to support the applicant's right to the oil and gas in the spacing unit, including:
 - (i) where the oil and gas rights are not owned by the Crown, an executed lease of the oil and gas rights; or
 - (ii) where the applicant owns the oil and gas rights, a copy of the certificate of title;
- (d) a copy of an executed surface lease or an order under The Surface Rights Act that provides the applicant with access to the well site including a copy of the survey plat with the surface owner(s) initials and consent of occupant if applicable. The Consent Of Occupant form is available at <http://www.gov.mb.ca/stem/petroleum/forms/index.html>
- (e) one copy of the proposed drilling program, including:
 - (i) a prognosis of formation tops;
 - (ii) details of the logging program;
 - (iii) anticipated core and drill stem test intervals; and
 - (iv) details of casing and cementing operations.
 - (v) the performance deposit required under section 10 of the Drilling and Production Regulation;
 - (vi) preliminary directional survey – for horizontal and directional wells
 - (vii) any other information the director may require.

The Petroleum Branch is not responsible for incomplete or erroneous well licence applications, therefore if any incomplete or erroneous well licence applications are received, the application will be rejected and the applicant will have to resubmit another well licence application.

If you have any questions on the well licence application or supporting documentation, or **to obtain the Manitoba Electronic Well Licence Application**, please contact:

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Should you have any questions regarding the electronic well licence application please contact Digital Information Services:

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Keith Lowdon
Director
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