



# United States Department of the Interior



BUREAU OF LAND MANAGEMENT  
\_\_\_\_\_ Field Office

In Reply To:

\_\_\_\_\_, \_\_\_\_\_  
<http://www.blm.gov/>\_\_\_\_\_

3160 (Office Code)  
[Lease No.]

Date \_\_\_\_\_

Company Name

Attn: \_\_\_\_\_

Address

City, State, Zip

Re: Lease No. \_\_\_\_\_

Well No. \_\_\_\_\_

Legal Description: \_\_\_\_\_

[County], [State]

Dear operator:

**This is the Notice of Deferral letter pursuant to Onshore Oil and Gas Order, Number 1, Section III.E.2.c.**

In our letter, dated [*Insert date of letter notifying the operator their APD was complete*], we informed you that the Application for Permit to Drill (APD) submitted for the above reference location was a complete application. This letter is to inform you that we were not able to complete processing the APD within 30 calendar days after determining the APD was complete.

Reasons for not processing the APD within the 30-day period:

1.  The BLM has not been able to complete the following inventories:
  - Cultural Resources Inventory [*Insert date the BLM anticipates the inventory to be complete*]
  - Wildlife Survey [*Insert date the inventory is anticipated to be complete*]
  - Emissions Inventory [*Insert date the inventory is anticipated to be complete*]
  - Other [*Insert date the inventory is anticipated to be complete*]

***[Define/explain the additional steps/items here. If the term to complete these inventories is unreasonable, the BLM may ask for assistance from the operator to complete these inventories. This is where the BLM should make that request.]***

2.  The BLM has not completed the National Environmental Policy Act (NEPA) analysis. We anticipate that this analysis will be complete by **[Insert date the BLM anticipates the NEPA to be complete]**.
  
3.  Missing Necessary Information (*The BLM can start, but cannot complete, the analysis until you submit the identified items within two (2) years or the BLM will deny your APD.*)
  - Right-of-Way
  - Other Surface Use Permits
  - Water Management Plan
  - Alternative Bonding
  - Air Quality Modeling
  - Other

***[Define/explain the specific necessary information here.]***

You have until **[Insert date that is 2 years from this letter]** to submit the above information or the BLM will deny..

4. ***[If Indian]***  We received a copy of the Draft Environmental Assessment (EA) for the \_\_\_\_\_ well location and the Bureau of Indian Affairs (BIA) letter sent to the Tribal Historic Preservation Office summarizing the results of the Cultural Survey. However, we cannot complete our portion of the environmental analysis until we have received the following documents from the BIA:
  - Copy of the Final EA
  - Signed Finding of No Significant Impact (FONSI)
  - Signed letter recommending approval of the APD
  
5. ***[If FS appeal pending]***  The US Forest Service (USFS) has not resolved an appeal of the Surface Use Plan of Operations. We cannot approve an APD until the USFS resolves the appeal.

***[Define/explain the additional steps/items here.]***

Our estimated timeframe to complete our analysis and make a decision on the APD will be within **[Insert anticipated number of calendar days it will take the BLM to process the APD package after receipt of needed documents.]** days after we receive/complete the necessary documents from:

- BIA
- USFS
- You the operator
- BLM

At this point in the process, you may request a Suspension of Operations and/or Production for your lease. Once submitted, the BLM will process this request as appropriate.

If you have any questions, please contact \_\_\_\_\_ (Name) at \_\_\_\_\_ (Phone number).

Sincerely,

Name  
Title

cc: *If Indian*, BIA, Agency Name  
*If Tribal*, Tribe Name  
*If Forest Service*, USFS Office Name