



OKIES User Manual

Form 1000

Home Landing Page

Tour of Home Screen Navigation – Once logged in; every operator will see the home screen (Figure 1) when logged into OKIES:

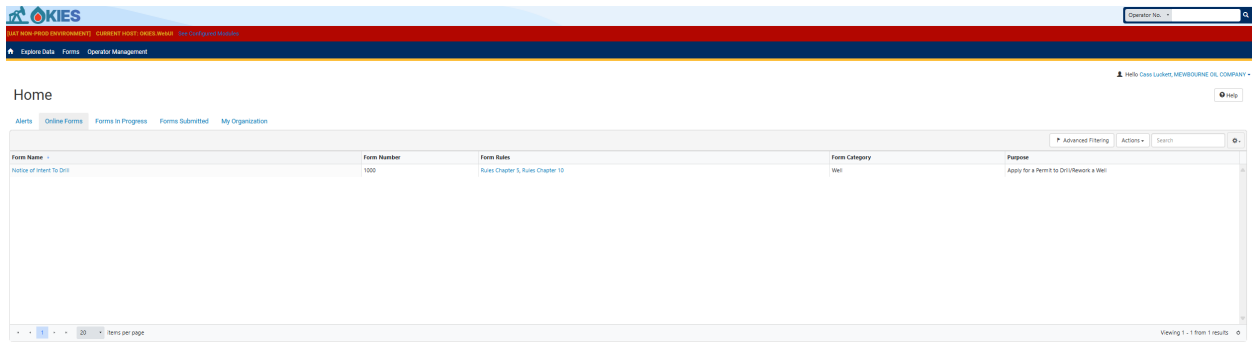


Figure 1: Okies Homepage

Tour of Home Screen Navigation – Once logged in; every operator will see the home screen (Figure 1)

Search - A quick search bar is available on your homepage in the upper right-hand corner. This search will apply to which ever selection was made in the dropdown menu to include: Organization Name, API, File Number, Bond Number, Last Name or First Name.

Home – Selecting the home image resets your browser window to the homepage; which will always open to Alerts.

Explore Data – Allows you to view data and information that you have entered or submitted through OKIES. You can only view information under the organization that you are logged into.

Forms – Selecting “Forms” and then “Online Forms” will populate a grid listing all forms that you have security permissions to submit.

Alerts – Alerts will show here for any actions that have been taken related to a form you have submitted or someone in your workgroup has submitted noting that the form has

been approved, on hold, or returned to you with edits needed.

Online Forms – This will show a listing of all forms that are available for you to submit based on your security permissions.

Forms in Progress – This page will show all forms in progress under your organization that you have security permissions to view. Forms in this section are still available to edit as they have not been submitted to the OCC yet. Note that forms in progress may have a default filter set to only view “Drafts”, should you be looking for a form with a status of “Returned” or “On Hold” you will need to clear/reset the filter to see all forms.

Forms Submitted – This page will show all forms that have been submitted to the OCC for review. Forms in this section will not be available to edit unless you request it to be returned. Check the advanced filters to ensure no default filter has been set in place if you are unable to find a specific form. You will only be able to view forms that you or your workgroup have submitted.

My Organization – This page will take you to the Organization Detail page for the organization you are currently logged in under. If you submit forms for multiple entities you will need to log out, and log in again selecting the organization that you plan to submit forms for.

User Profile – The User Profile line displays the current user logged in and the corresponding company associated with the user.

Required Information – Will be denoted by a red asterisk (*). The applicant is encouraged to complete as many fields as possible. If there are sections you are unsure of what to enter contact the Technical Department at ogbtw@occ.ok.gov.

Error Messages – You will receive an error message at the top of the page if information was missed or entered incorrectly. These messages are hyperlinked and will take you directly to the portion of the page once clicked. You may also receive an error message in the form of a red letter “X” next to the step you have completed under “Form Navigation”. This indicates information was entered incorrectly or information is missing from this section. Go back and correct the information to clear the error. You will not be able to submit the form until all mandatory sections and fields are completed adequately.

Completed Sections - When all fields and sections have been completed adequately, a green check mark will appear by each section under the “Form Detail Navigation” banner. This will indicate that you may submit the application.

Form Information

Home Help

Alerts **Online Forms** Forms In Progress Forms Submitted My Organization

Advanced Filtering Actions Search

Form Name	Form Number	Form Rules	Form Category	Purpose
Notice of Intent To Drill	1000	Rules Chapter 5, Rules Chapter 10	Well	Apply for a Permit to Drill/Rework a Well

1 20 items per page Viewing 1 - 1 from 1 results

Figure 2: Form 1000

After selecting the form 1000 (Figure 2) you will be brought to the Form Information tab, **take care to answer correctly as once you proceed to the next tab this step will become read-only**. The operator number drop down will be automatically populated with your entity.

Please reference the following “Notice of Intent” selections (Figure 3) to ensure the correct notice is chosen:

- Amend – Making edits to an active permit
- Deepen – Increasing the length of an existing documented wellbore
- Drill – New Drill
- Recomplete – Converting an existing UIC well to a producer or changing formations within an existing well
- Re-enter – Entering an OCC designated plugged well

Form Information

* Indicates required field

Please enter information below. These options cannot be changed after saving/continuing to the next section. If you have any questions, contact the Permitting Department before continuing.

Operator Number * ⓘ

Select

Notice of Intent to *

Select

Search

Select

Amend

Deepen

Drill

Recomplete

Reenter

Type of Well *

Select

Type of Permit *

Select

Well Fee:

\$0.00

Figure 3: Notice of Intent

If any option other than “Drill” is selected, you will be prompted to enter the API number of the well being permitted.

API Number *

Select

Search

Select

3500120001

3500120002

3500160001

3500300001

3500300002

3500300008

3500300009

3500300010

Figure 4: API Auto-Complete

Please reference the following “Type of Drilling Operation” selections to ensure the correct type is chosen:

- Directional – The intentional changing of direction from the vertical portion
- Horizontal – The horizontal component of the completion interval of the well will be located within a single-spacing unit while exceeding the vertical component of the completion interval and extending at least 150’ into the target formation(s)
- Multi-Unit – The completion interval of the well will be located in more than one spacing unit while exceeding the vertical component of the completion interval and extending at least 150’ into the target formation(s)
- Vertical – Minimal deviation in which the terminus of the wellbore will essentially be directly beneath the surface location

The type of permit (Figure 5) will allow you to select the prioritization needs of the permit, the order in which staff review permits is based on this selection.

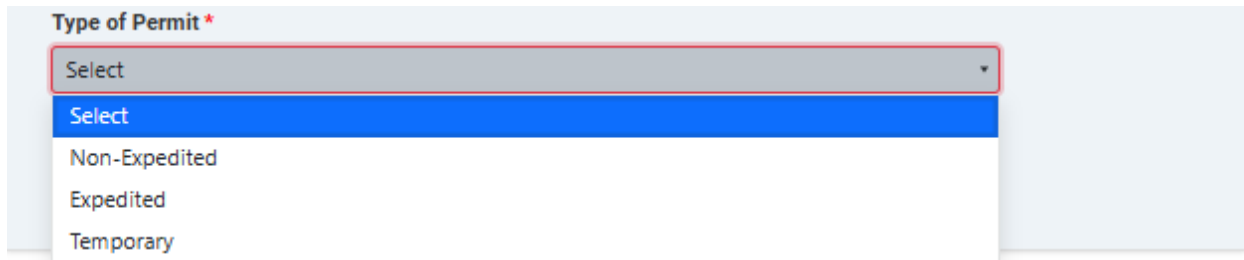
A screenshot of a web form field labeled "Type of Permit *". The dropdown menu is open, showing four options: "Select" (highlighted in blue), "Non-Expedited", "Expedited", and "Temporary". The "Select" option is the first item in the list, and the other three are listed below it.

Figure 5: Type of Permit

Operator Information

Upon completing the “Form Information” tab, you will be brought to the “Operator Information” tab where you can add contacts that will be referenced during the review process and will receive all notifications applicable to the permit (Figure 6).

Contacts					
			Advanced Filtering	Actions	Search
Name	Phone Number	Ext	Email		Actions
Cass Lockett			Cass.Lockett@ok.gov	Submitter	

Figure 6: Contacts

Well Information

The next tab, “Well Information”, will be the wellhead data consisting of various location specific fields (Figure 7).

Wellhead Location

Well Name *

Well Number *

Section *

Select ▼

Township *

Select ▼

Range *

Select ▼

Meridian *

Select ▼

County *

Select ▼

Footages from Nearest Section Line

Footages *

Feet From *

Select ▼

Line

Footages *

Feet From *

Select ▼

Line**Spot Location**

1/4 *

1/4

1/4

1/4

Latitude (NAD83) *

Longitude (NAD83) *

Ground Elevation *

Base of Treatable Water *

Review BTW

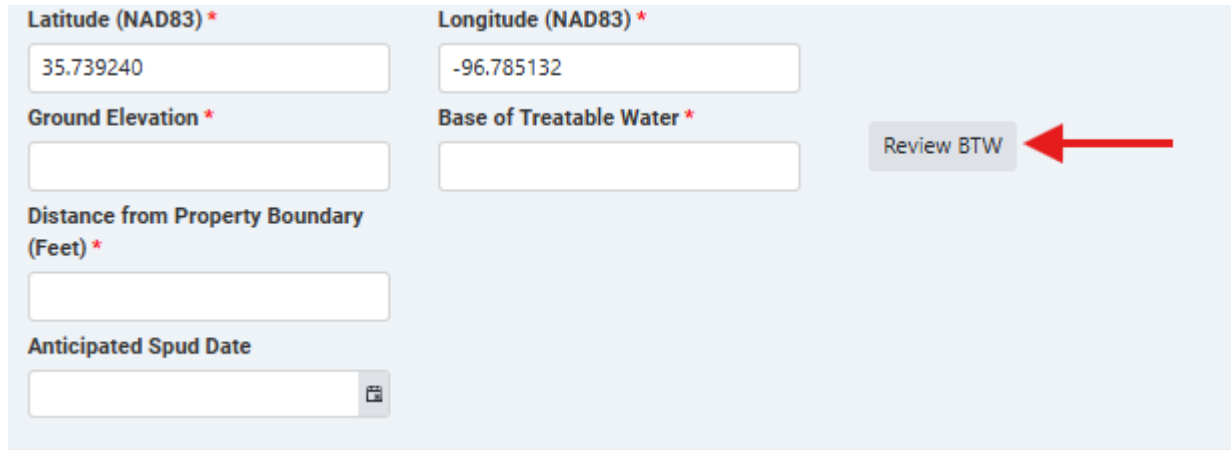
Distance from Property Boundary (Feet) *

Anticipated Spud Date



Figure 7: Well Information

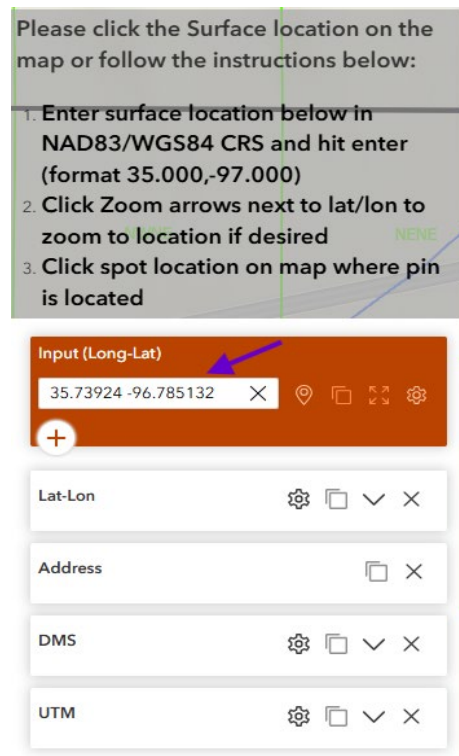
After entering the latitude and longitude the “Review BTW” button, indicated by the red arrow, will become actionable (Figure 8).



The screenshot shows a form with several input fields. The first two fields are 'Latitude (NAD83) *' with the value '35.739240' and 'Longitude (NAD83) *' with the value '-96.785132'. Below these are 'Ground Elevation *', 'Base of Treatable Water *', 'Distance from Property Boundary (Feet) *', and 'Anticipated Spud Date'. A 'Review BTW' button is located to the right of the 'Base of Treatable Water *' field, with a red arrow pointing to it from the right.

Figure 8: Review BTW

After clicking the button, you will be brought to our base of treatable water map where you will be prompted to enter the coordinates once again (Figure 9).



The screenshot shows a map interface with a text overlay. The text overlay says: 'Please click the Surface location on the map or follow the instructions below: 1. Enter surface location below in NAD83/WGS84 CRS and hit enter (format 35.000,-97.000) 2. Click Zoom arrows next to lat/lon to zoom to location if desired 3. Click spot location on map where pin is located'. Below the text overlay is a form with an 'Input (Long-Lat)' field containing '35.73924 -96.785132'. There are also fields for 'Lat-Lon', 'Address', 'DMS', and 'UTM'. A red arrow points to the 'Input (Long-Lat)' field.

Figure 9: Input Coordinates

Upon doing so, a location will be pinned to the GIS map. See red arrow below (Figure 10).

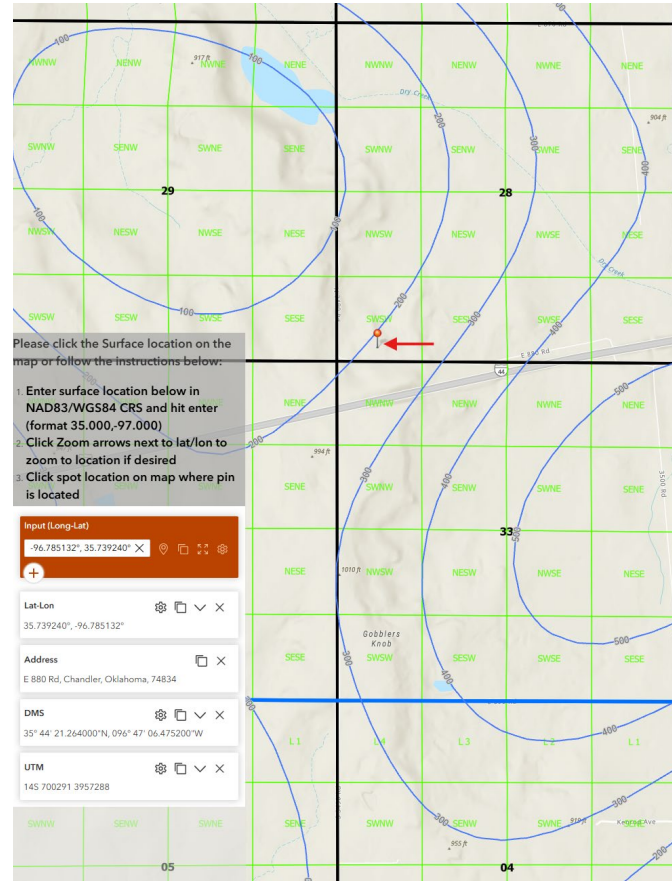


Figure 10: Map Pin

Clicking said pin will populate a window that will appear with the BTW value (Figure 11) that can be used within the permit. Keep in mind, this value will need to be rounded to the nearest ten and 40' is the minimum value that will be approved.

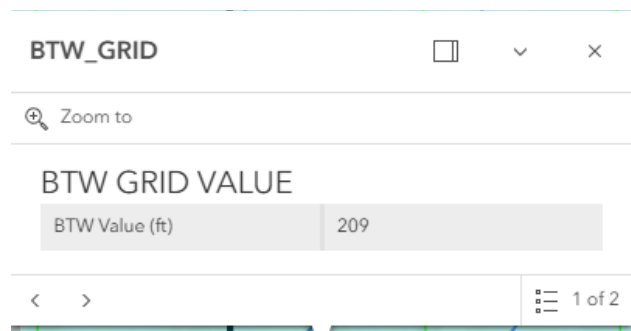


Figure 11: BTW Grid Value

Zones of Significance

The next tab, “Zones of Significance”, will consist of proposed logs that will be ran along with formation information. Zone category options, “Target” & “Adjacent”, will be only applicable to Multi-Unit wells, all other types (Directional, Horizontal, Vertical) will choose “Target”. “Estimate/Actual” refers to the formation top and bottom that will be encountered and whether that information is predicted or derived by some form of formation evaluation tool. Depending upon the answers from the “Order Notations Info”, will require more information in the next tab.

The screenshot shows a web-based form titled "Zone Of Significance" with a close button (X) in the top right corner. A red asterisk indicates required fields. The form contains the following sections:

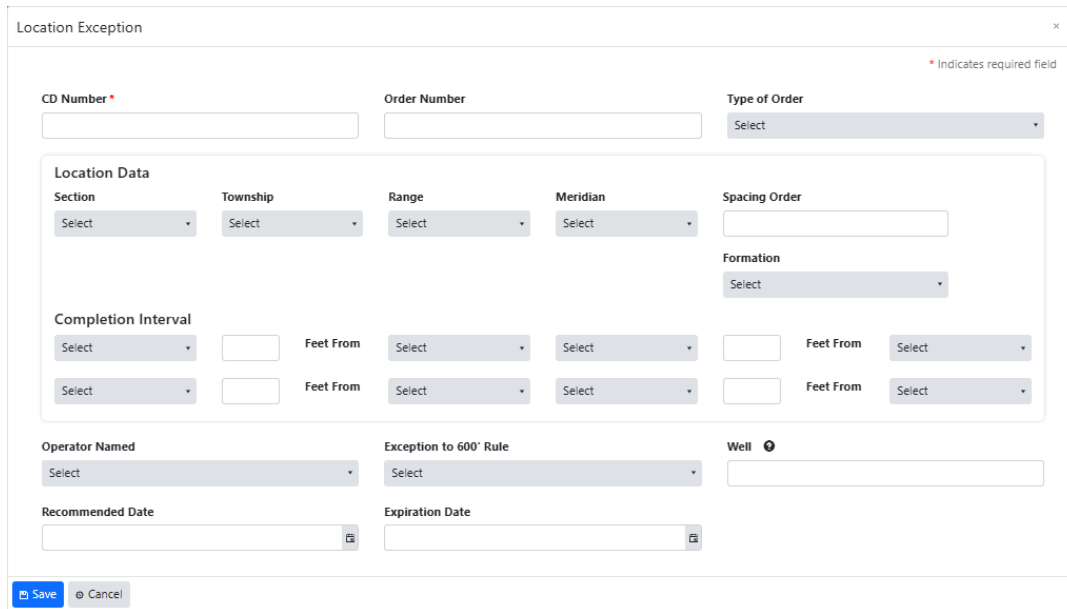
- Zone Category ***: A dropdown menu with "Select" as the placeholder.
- Zone Name ***: A text input field with "Select" as the placeholder.
- Estimated/Actual ?**: A dropdown menu with "Select" as the placeholder.
- Top TVD (ft)**: A text input field.
- Bottom TVD (ft)**: A text input field.
- Spacing Order Number(s)**: A text input field.
- Unit Size**: A text input field.
- Order Notations Info ?**: A section containing six dropdown menus:
 - Multi-Unit**: "Select"
 - Location Exception**: "Select"
 - Increased Density**: "Select"
 - Exception to Rule**: "Select"
 - Change of Operator**: "Select"
 - Formation Unspaced**: "Select"

At the bottom of the form are two buttons: a blue "Save" button and a grey "Cancel" button.

Figure 12: Zones of Significance Modal

Order Notations

The next page, “Order Notations”, will be a summary of the applications associated with the well, i.e. if a location exception is required you would select “Yes” from the dropdown field above (Figure 12). Upon navigating to the Order Notation tab, you will be prompted to fill out key information from that application or order (Figure 13).



Location Exception

* Indicates required field

CD Number * Order Number Type of Order

Location Data

Section Township Range Meridian Spacing Order

Formation

Completion Interval

Feet From Feet From

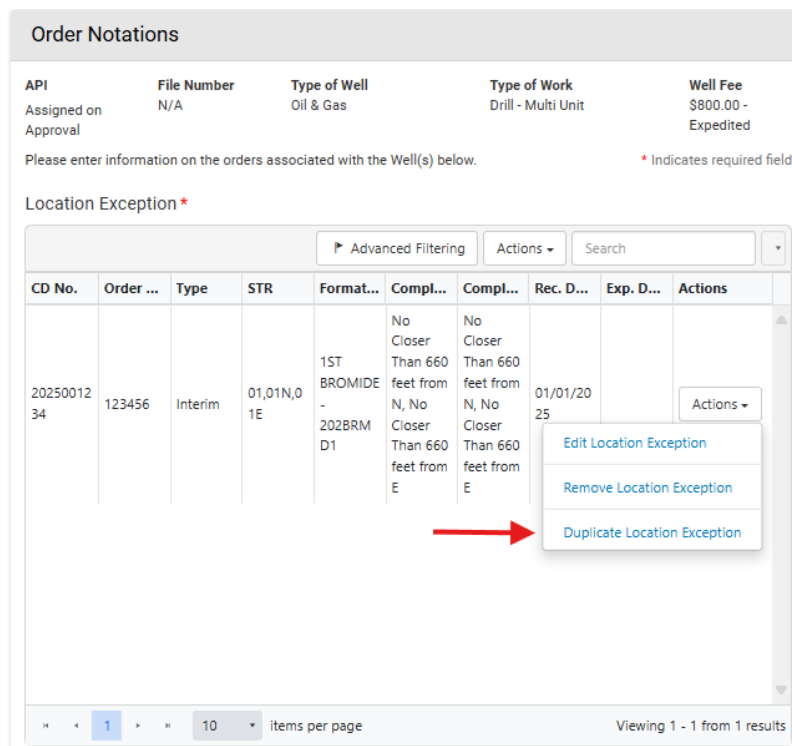
Feet From Feet From

Operator Named Exception to 600' Rule Well

Recommended Date Expiration Date

Figure 13: Location Exception Modal

If your application or order involves more than one legal description or formation, a feature that can be utilized is the “Duplicate” action indicated by the red arrow below, this will allow you to populate the information again and make changes accordingly.



Order Notations

API Assigned on Approval File Number N/A Type of Well Oil & Gas Type of Work Drill - Multi Unit Well Fee \$800.00 - Expedited

Please enter information on the orders associated with the Well(s) below. * Indicates required field

Location Exception *

CD No.	Order ...	Type	STR	Format...	Compl...	Compl...	Rec. D...	Exp. D...	Actions
2025001234	123456	Interim	01,01N,01E	1ST BROMIDE - 202BRM D1	No Closer Than 660 feet from N, No Closer Than 660 feet from E	No Closer Than 660 feet from N, No Closer Than 660 feet from E	01/01/2025		<input type="button" value="Actions"/>

[Edit Location Exception](#)
[Remove Location Exception](#)
[Duplicate Location Exception](#)

10 items per page Viewing 1 - 1 from 1 results

Figure 14: Duplicate Order Notation Entry

At the bottom of the Order Notations tab there is an unspaced modal that will be actionable if you answered “Yes” in the “Formation Unspaced” dropdown field (Figure 12). Within the unspaced modal is a lease outline coordinate grid that will allow you to trace your lease by clicking and dragging. If your lease is more conventional, the right side of the grid will allow you to select certain legal descriptions which will populate the grid (Figure 15).

Coordinate Grid: Lease Outline

Select lease outline using the grid box below or the options to the right. Clicking 'Save' will enter the coordinate grid outline on your form.

NW4 5280 NE4

2640
1980
1320
660

N

SW4 660 1320 1980 2640 1980 1320 660 SE4

☐ NW4
☐ NE4
☐ SW4
☐ SE4
☐ N2
☐ S2
☐ E2
☐ W2
☐ 640-ACRE

Reset Grid Save

Figure 15: Lease Outline

Pits

The next page is the “Pits” tab, the newest feature within this tab will function similarly to the Review BTW button on the Well Information page. After entering the latitude and longitude the button will become actionable (indicated by the red arrow) and upon clicking it will take you to a GIS map.

Pit

Type of Mud System Water-Based	Maximum Mud Chloride Content (ppm) 5,000	Average Mud Chloride Content (ppm) 3,000
Type of Pit System On-site	Latitude 35.739240	Longitude -96.785132
Within 1 Mile of Municipal Water Well? No	Wellhead Protection Area? No	Pit Verification Review Pit

Pit Specifications

Category Select	Pit Location Select
Surface Geology Select	Soil Compacted Liner Required Select
20 mil Geomembrane Liner Required? Select	Closed Pits Required? Select

Save Cancel

Figure 16: Review Pit

Enter the coordinates again and click enter, a pin will be assigned to the map. Clicking the pin will result in a window appearing with all the pit information required to fill out this portion. If you are requesting an exception to the surface casing setting depth or alternate casing, this window will provide information as to any lost circulation events in the 9-section area.

ITD_PERMITTING_VALUES

Zoom to

STR_Search	2815N05E IM
Lost Circulation Wells	No LC Wells within 9-spot
Geology	Vanoss Group
Aquifer	No aquifer reported
Rivers	No rivers reported within 1 mi
Lakes	
Public Water Supply Wells	No PWS Wells reported within 1 mi
Public Water Supply Intakes	No PWS Intakes reported within 1 mi
High Pressure Morrow	No high pressure reported
High Saline Area	No high saline deposits reported

Features and Cement

This section is used to provide details in four consecutive segments: “Wellbore Information”, “Wellbore Construction Feature and Tubular Detail”, “Cement Segment and Cement Class”. Complete each section for each wellbore in order. (e.g. For Wellbore 1, complete the wellbore information, wellbore construction feature, cement segment and cement class; then move to wellbore 2)

Wellbore Information

This section is used to add wellbore information. Click the “Actions” dropdown menu and choose “Add Wellbore”. A pop-up window will appear (Figure 17).

Note: Repeat these steps for each string in the wellbore (e.g. Surface Hole, Vertical Hole, Vertical & Curve, and Lateral).

Fields and Functions

Wellbore Type: Choose the type of wellbore from the dropdown menu. Note: do these steps again for each string in the wellbore (e.g. Surface Hole, Vertical Hole, Vertical & Curve, and Lateral).

Wellbore Code (API-12): OCC use only

Wellbore Construction Status: Choose “Proposed” for new wells and choose “Installed” for existing wells that are being proposed to be recompleted or re-entered from the dropdown menu.

Wellbore Start Depth: Indicate the wellbore start depth (MD -Measured Depth).

For example, a surface hole’s start depth would be 0’.

Total Depth (MD ft): Input the total depth. Input the total depth (e.g. A surface holes Total depth would be the setting depth of the surface casing).

Total Depth (TVD ft): Input the total vertical depth (TVD). (i.e. A surface hole’s TVD would be equivalent with its MD).

Kickoff Point (MD ft): The point in which the drilling direction is intentionally changed from vertical to directional or horizontal (i.e. applicable in the vertical and curve or directional selections)

Entry Point into Target Formation: Entry point footage at which the wellbore enters the target formation (for use on directional wells only).

Wellbore Information

* Indicates required field

Enter the depth range for each wellbore segment, specifying the starting and ending depths for each section.

Wellbore Type *

Select

Wellbore Construction Status *

Select

Wellbore Code (API 11 and 12)

Wellbore Start Depth *

Kickoff Point (MD ft)

Total Depth (MD ft) *

Total Depth (TVD ft) *

Hole Size

Entry Point into Target Formation ?

Feet From

(N/S)

Select

Feet From

(E/W)

Select

Take Points

Select Take Point ?

Take Point

Select

Latitude (NAD83)

Longitude (NAD83)

Feet From

Line

Select

Feet From

Line

Select

Spot Location

1/4

1/4

1/4

1/4

Section

Select

Township

Select

Range

Select

Meridian

Select

County

Select

Add Take Point

Delete Take Point

Description

Save

Cancel

Figure 17: Wellbore Information Modal

Wellbore Construction Feature & Tubular Detail

This section is used to add wellbore construction feature information. Click the “Actions” dropdown menu and choose “Add Feature”. A pop-up window will appear (Figure 18).

Repeat these steps for each string in the wellbore.

Fields and Functions

Feature: Choose a feature from the dropdown menu (e.g. Surface Casing) that was created from the previous “Wellbore Information” step.

Construction Status: Choose “Proposed” for new wells or choose “Installed” for existing wells that are being proposed to be recompleted or re-entered from the dropdown menu.

Casing Design: Select the appropriate design element of your casing selection (i.e. Alternate Casing will require the Production Casing selection from the dropdown).

Wellbore Parent: Choose the appropriate wellbore accordingly (e.g. Surface Hole would be the parent wellbore of Surface Casing).

Feature Top MD (ft): Input the top depth (i.e. 0’ for most casing strings unless a liner hanger is being used)

Feature Bottom MD (ft): Input the bottom depth (i.e. setting depth of the selected casing).

Wellbore Construction Feature & Tubular Detail

* Indicates required field

Feature *

Select

Construction Status *

Select

Casing Design *

Select

Wellbore Parent *

Select

Feature Top MD (ft) *

Feature Bottom MD (ft) *

Outside Diameter (decimal inches)

Inside Diameter (decimal inches)

Weight (lbs/ft)

Grade

Select

Burst Pressure (psi)

Connection Type

Select

Pulled

Select

Description

Save

Cancel

Figure 18: Wellbore Construction Modal

Cement Segment & Class

This section is used to add cement segment information. Click the “Actions” dropdown menu and choose “Add Cement Segment”. A pop-up window will appear (Figure 19). Repeat these steps for each string in the wellbore.

Fields and Functions

Associated Feature: Choose an associated feature from the dropdown menu (e.g. Surface Casing 1).

Inside/Outside Casing: Dependent upon which wellbore was chosen in the previous step, select “Inside”, “N/A”, or “Outside”.

Construction Status: Choose “Proposed” for new wells or choose “Installed” for existing wells that are being proposed to be recompleted or re-entered from the dropdown menu.

Cement Segments & Class

* Indicates required field

Associated Feature *	Inside/Outside Casing *	Wellbore Construction Status *
<div>Select</div>	<div>Select</div>	<div>Select</div>
Top (MD ft)	Bottom (MD ft)	Cement Type *
<div></div>	<div></div>	<div>Select</div>
Compressive Strength (psi)	Weight (lbs/gal)	Slurry Consistency (Bc)
<div></div>	<div></div>	<div></div>
Lead/Tail	Volume (Sacks)	Yield (cu ft per sack)
<div>Select</div>	<div></div>	<div></div>
Top of Cement		
<div></div>		
Description		
<div></div>		

Save

Cancel

Figure 19: Cement Segment Modal

Operator Assertions

This section requires the applicant to indicate if they have reviewed and understand the OCC policies applicable to the form 1000. The Oil and Gas Division will use these assertions to determine additional review. Click the radio button for either the “Yes”, “No”, or “N/A” for all assertions within the table.

Operator Assertions				
API Assigned on Approval	File Number	Type of Well	Type of Work	Well Fee
	N/A	Oil & Gas	Drill - Multi Unit	\$800.00 - Expedited
Please review and verify the information below. * Indicates required field				
Operator Assertions				
Purview of ITD		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
1. Operator confirms that for each permit to drill approved, the operator will furnish a copy to each surface owner listed on the form 1000 within 10 business days of approval.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The operator will maintain at the website an original and legible copy of the approved permit to drill. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. In the event of a recomplate, will the target formation(s) be conmingled with the existing completed formation(s)? *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Will this well be hydraulically fractured? *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Will this well be the designated unit well? *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Operator understands the permit to drill does not grant the authority to produce, inject or dispose without the required permits or allowable assignment. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Is the well located on lands under federal jurisdiction? *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Will a water well be drilled? *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Will surface water be used? *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Casing and Cement		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
10. Cement behind surface casing will set for at least eight hours before further drilling. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Before drilling any casing shoe, the operator will pressure test the installed casing for 30 minutes at a minimum pressure which is the lesser of the surface gauge pressure equal in pounds per square inch to 0.2 of the length of the casing in feet or 1500 psig. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Onsite Reserve Pit		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
12. Is the depth to top of groundwater greater than 10 ft below the base of the reserve pit? *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Is this area subject to frequent flooding? If yes, operator confirms reserve pit berms will be constructed to prevent overlapping or washing out. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Reserve pit will limit its contents to the fluids and cuttings from a single well. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. In the event the reserve pit is converted to a completion or fracture pit, the pit will be closed within six months after drilling operations cease. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Any completion, fracture, or workover pit not converted from a reserve pit will be closed within 60 days after operations cease. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Operator confirms that an affidavit signed by the installer will be secured for any reserve pit that is constructed with a soil or geomembrane liner, certifying that the liner meets minimum requirements and was installed in accordance with Commission rule. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Any Category 1A, 1B or 2 reserve pit, either on-site or off-site, will be closed within twelve months after drilling operations cease. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Any Category 3 reserve pit, either on-site or off-site, will be closed within six months after drilling operations cease. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Any Category 4 pit will have closure procedures commenced within 30 days and completed within 90 days after drilling operations cease. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Operator confirms produced water will not be discharged into a category 4 pit. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. The reserve pit will be constructed and maintained so that runoff water from outside the location is not allowed to enter it. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Fluid level of the reserve pit will be maintained at all times at least 24 inches below the lowest elevation on the top of the berm. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. The reserve pit will be completely dewatered before trenching, stirring or otherwise disturbing the bottom. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. The reserve pit will be closed in such a manner that any future erosion will not cause the discharge of the pit contents. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. Closure procedures for any reserve pit will include a minimum of three feet of soil cover over any remaining pit contents, with all stockpiled topsoil being applied last. The materials will be mounded or sloped to encourage runoff. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil Liner		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
27. Soil liner will cover the bottom and interior sides of the pit entirely. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. Soil liner will have a minimum thickness of six inches after compaction. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. Soil liner will be installed on a slope no steeper than 3:1 (horizontal to vertical). *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. Soil liner will be field tested for compaction, and district notified prior to testing unless a post-construction permeability test is performed. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31. Any reserve pit which requires a liner and is constructed on fill will be constructed so that the maximum level of the solid contents will be maintained at least three feet below the natural ground level. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32. Operator acknowledges that trenching, stirring, or other similar practice is prohibited for any lined pit. *		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Payment

Payment must be made before submitting the form 1000, payment options include Credit Card and ACH (Electronic Check) (Figure 20). You will be emailed two receipts, one from our IMS system and one from OKIES.

The screenshot shows a 'Payment' form with a table of fees. The table has columns for 'API', 'File Number', 'Type of Well', 'Type of Work', and 'Well Fee'. The 'Well Fee' column shows '\$600.00 - Expedited' for the first row, '\$200.00' for the second row, and '\$800.00' for the 'Total' row. A yellow warning box states: 'Important: This form will not be eligible for submission until the payment has been received.' Below the table, there is a 'Go To Payment' button with a 'Pay by Credit Card' link highlighted in a red box. At the bottom, there are 'Back' and 'Next' buttons.

API	File Number	Type of Well	Type of Work	Well Fee
Assigned on Approval	N/A	Oil & Gas	Drill - Multi Unit	\$600.00 - Expedited
ITD- NORMAL- MULTI-UNIT WELL				\$600.00
ITD- EXPEDITED- MULTI-UNIT WELL				\$200.00
Total:				\$800.00

Go To Payment [Pay by Credit Card](#)

Back Next

The screenshot shows the 'Payment' form with the 'Payment Type' dropdown menu open. The dropdown menu has a 'Select One' option with a red error icon and a 'Next' button. The dropdown menu also shows 'Credit/Debit Card' and 'Electronic Check' as options. Below the dropdown menu, there are sections for 'Customer Information' and 'Payment Information'. At the bottom, there is a 'Cancel' button.

Payment Type

Payment Type *

Select One ⓘ ▼

Select One

Credit/Debit Card

Electronic Check

Next >

Customer Information

Payment Information

Cancel

Figure 20: Payment Options

Form Submit

This page allows the applicant to submit the application. If needed, comments can be added by typing in the textbox below the grid, then click the yellow “Add” button on the right. All comments associated with the application will be displayed. “Submitter” is filled in automatically with the current user’s information. The current date is automatically entered for “Date Received”. Click the checkbox next to the statement “I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.” Click “Preview Submission Summary” to review the form, and then click “Submit” at the bottom of the page (Figure 21).

The screenshot displays the 'Form Submit' interface. At the top, a header bar contains the title 'Form Submit'. Below this, a table provides application details: 'API' (Assigned on Approval), 'File Number' (N/A), 'Type of Well' (Oil & Gas), 'Type of Work' (Drill - Multi Unit), and 'Well Fee' (\$800.00 - Expedited). A note indicates that an asterisk (*) denotes a required field. The 'Acknowledgement' section includes a 'Submitter' field (pre-filled with 'Cass Luckett') and a 'Submitter Title' field. A checkbox for the statement 'I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.' is checked. The 'Form Submit Preview' section contains a button labeled 'Preview Submission Summary'. The 'Comments' section features a large text area and an 'Actions' dropdown menu. At the bottom, a pagination bar shows '0' items per page and a message 'No results to display'. A footer note states 'All comments are discoverable records, open to public review.' and an 'Add' button is present.

API	File Number	Type of Well	Type of Work	Well Fee
Assigned on Approval	N/A	Oil & Gas	Drill - Multi Unit	\$800.00 - Expedited

Review your information and click Submit to complete the form. * Indicates required field

Acknowledgement

Submitter
Cass Luckett

Submitter Title

☒ I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete. *

Form Submit Preview

Click the button below to preview your submission summary.

Preview Submission Summary

Comments

Actions

0 Items per page No results to display Add

All comments are discoverable records, open to public review.

[Back](#) [Submit](#) [Save](#)

Figure 21:Form Submit