

Guidelines: Grouping Permits

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Contact Information

Oil and Gas Rights and Royalties
 Government of Yukon
 Energy, Mines and Resources
 Oil & Gas Resources
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 Whitehorse, Yukon
 Y1A 2B2

 **Hand Delivery,
Mail, & Courier**

 **Phone / Fax** Phone: (867) 667-3427
 Fax: (867) 393-6262

 **E-mail** oilandgasroyalties@gov.yk.ca

AUTHORITY & MODES OF DELIVERY

These guidelines were prepared according to Yukon's *Oil and Gas Act (YOGA)*, and its regulations. If there is any conflict or inconsistency between these guidelines or the application form and a provision of YOGA or any regulations under it, the latter provision prevails. The grouping of Permits is approved by the Minister.

An *Application to Group Yukon Permits* form may be delivered to Oil and Gas Resources by hand, courier, mail, fax, or e-mail.

THE FORM IS MULTI-PURPOSE

The form, *Application to Group Yukon Permits* may be used to make application to group two or more Permits, or to terminate a Group.

WHAT IS GROUPING OF PERMITS?

Grouping Permits may occur when two or more contiguous Permit locations are temporarily grouped for the purpose of drilling a qualifying well for all the Permits in the Group.

WHEN CAN AN APPLICATION TO GROUP PERMITS BE MADE?

An application may be made

- if the initial terms of the Permits in the proposed group have not expired,
- if the drilling of a well will commence after the receipt of the application and before the expiration of any of the Permits in the proposed group,
- if the Permit locations are contiguous,
- if the Permits do not belong to another Group, and
- if evidence is provided that the well will evaluate oil or gas potential in each of the Permit locations in the Group.

WHEN DOES A GROUP BECOME EFFECTIVE?

Once approved, the effective date of a Group is the date the application was received at Oil and Gas Resources.

WHEN DOES A GROUP TERMINATE?

A Group terminates on the earliest expiration date of a Permit in the Group or upon receipt of a request for termination from the Designated Representative or the authorized person.

RENEWAL OF PERMITS IN THE APPROVED GROUP

If a qualifying well is drilled in the Group and evaluates oil or gas potential all the Permits in the Group qualify for a second term.

WORK COMMITMENTS WITHIN A GROUP

Costs related to the drilling of a well in a Group may be applied to all of the Permits in that Group. Applications may be made for refunds of the work deposits for each Permit in the Group. For more information on allowable expenditures for work commitments, refer to [Supplemental Guidelines for the Schedule of Allowable Expenditures in Oil and Gas Permits.](#)

EXTENDING THE INITIAL TERMS OF PERMITS IN THE GROUP

Initial terms of Permits in a Group may be extended for a maximum period of 90 days past the rig release date if:

- drilling is commenced before the expiration of the initial term of that Permit, and
- the earliest expiration date of a Permit in the Group occurs before the rig release date, and
- the Division Head is satisfied that the drilling operations are being conducted diligently.

FEES

There are no fees pertaining to the grouping of Permits.

LIST OF FORMS


The **Application to Group Yukon Permits**, is provided as a Microsoft® Word interactive form. In order to be processed, the submission should include an **Oil and Gas Transmittal Letter**; which is available as a PDF. Interactive versions of both forms are available online at [Forms and Guidelines on the Rights page at www.yukonoilandgas.com](http://www.yukonoilandgas.com).

INSTRUCTIONS FOR COMPLETING THE FORM

Online forms contain interactive fields. To navigate and complete the form, use the tab key, or place the insertion point with a double click of the mouse to select the appropriate field, and enter the information. Note: This form is available as a Microsoft® Word document.

Above the Line

This area will be completed by the staff at Oil and Gas Resources.

	APPLICATION TO GROUP YUKON PERMITS
Branch File # _____	_____ Signature of Minister Date: _____ Y M D
Record # _____	
Date Received: _____ / _____ / _____ Y M D	
Time Received: _____	
DO NOT WRITE ABOVE THIS LINE. FOR DEPARTMENT USE ONLY. To complete the form double-click on entry fields, or tab from previous entry field and start typing.	

A. Reason for this submission.

Indicate if this is an application to group Permits, or a request for termination of a Group.

A. Reason for this application. <input type="checkbox"/> Application to Group Permits <input type="checkbox"/> Termination of grouping (attach copy of original application)
--

When requesting the termination of a group attach a copy of the original *Application to Group Yukon Permits*.

B. List the Yukon Permits to be grouped.

List the Yukon Permits that are included in the application. Attach another copy of the application if more space is needed to list all the Permits.

B. Yukon Permits to be grouped. <input type="checkbox"/> Map attached. Attach another page if needed.	
Permit Number	Expiry Date of initial term
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- Permits must not form part of another group.
- Permit locations must be contiguous.
- A Group may include two or more Yukon Permits.
- Pursuant to the *Oil and Gas Disposition Regulations*, if an agreement is in effect a Group may include one or more Yukon First Nation (YFN) Permits and one or more Yukon Permits.
- The initial term of each Permit in the group must not have expired.
- The drilling of a well must commence after the application is received by Oil and Gas Resources and before the expiry of any of the Permits in the Group

C. Indicate the location of the well to be drilled.

A well must be drilled prior to the expiration of the earliest of the initial terms of any Permit in the Group.

C. Indicate the location of the well to be drilled. <input type="checkbox"/> Map attached.				
Grid Area	Section	Unit	Latitude	Longitude
_____	_____	_____	_____	_____

- Indicate the location of the well to be drilled by inserting the grid area, section, unit, latitude and longitude as per the OGDR section 2, Land division system.

D. Evidence that the well will evaluate oil or gas in the Group.

Evidence must be provided with the application showing that the proposed well will evaluate oil or gas potential in each of the Permit locations in the proposed Group.

D. Attachment. Provide evidence that the well will evaluate oil or gas potential for all Permits included in the application.


E. Designated Representative or authorized person.

An application to group Permits may be made only by the designated representative for the Permits or by a person authorized to do so. If another person is authorized to make this application, letters from the designated representatives confirming their authority must be attached.

<p>E. Applicant Contact Information. Double click on fields to enter information</p> <p><input type="checkbox"/> Designated Representative OR <input type="checkbox"/> Authorized Person. Attach a letter from the designated representative of each Permit confirming authority.</p>		
<p>_____</p> <p style="text-align: center;">Legal Name of Designated Representative OR Authorized Person</p>		
<p>_____</p> <p style="text-align: center;">Official Service Address – Suite #, Street #</p>		
_____	_____	_____
City / Town	Territory / Province	Postal Code
_____	_____	_____
Phone Number	Fax Number	E-Mail Address
_____		_____
Contact Name		Title / Capacity
<p>Signature of applicant: _____</p>		
<p>F. Date of application: Double click to insert. YYYY / MM / DD</p>		
<p>G. Disclaimer: If there is any conflict or inconsistency between this application form or the Guidelines, and a provision of the <i>Oil and Gas Act</i> or any regulations under it, the latter provision prevails.</p>		
<p><small>Oil and Gas Resources 2011-08-05 v.5</small></p>		


INSTRUCTIONS FOR COMPLETING THE OIL AND GAS TRANSMITTAL LETTER

Including an oil and gas transmittal letter will provide contact information. Any number of forms can be submitted with one transmittal letter.

		OIL AND GAS TRANSMITTAL LETTER	
To: Rights and Royalties Manager Oil and Gas Resources Department of Energy, Mines and Resources Suite 300, 211 Main Street Whitehorse, Yukon, Y1A 2B2 Phone #: (867) 667-3427 Fax #: (867) 393-6262 E-mail: oilandgasdisposition@gov.yk.ca		For department use only	
		Date and Time Received: _____ / _____ / _____ Y M D	Branch File #:
This submission refers to disposition #:	Date sent:	Total # of pages sent:	
Name of sender (full business name):			
Indicate capacity of sender (holder, secured party, designated representative, or agent):			
Mailing address of sender (number, street, city, province, territory, or state; country; zip or postal code): _____ _____ _____			
Name of Contact Person:		Capacity of Contact Person:	
Contact phone number:		Contact fax number:	
Contact e-mail address:			
Attachments: (List the name of the form or the type of notice; along with required enclosures): <div style="text-align: center; color: red; font-weight: bold; transform: rotate(-15deg); border: 1px solid black; padding: 5px; display: inline-block;"> Available online at www.gov.yk.ca/forms/o.html </div>			
Comments:			
YG(S448QJF1 01/2008)			
<input type="button" value="Print Form"/>		<input type="button" value="Clear Form"/>	

Above the Line

This area will be completed by staff at Oil and Gas Resources.

 <p>To: Rights and Royalties Manager Oil and Gas Resources Department of Energy, Mines and Resources Suite 300, 211 Main Street Whitehorse, Yukon, Y1A 2B2 Phone #: (867) 667-3427 Fax #: (867) 393-6262 E-mail: oilandgasdisposition@gov.yk.ca</p>	<p>OIL AND GAS TRANSMITTAL LETTER</p> <p style="text-align: center; font-size: small;">For department use only</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Date and Time Received: ____ / ____ / ____ Y / M / D</td> <td style="width: 50%; padding: 5px;">Branch File #: </td> </tr> </table>	Date and Time Received: ____ / ____ / ____ Y / M / D	Branch File #:
Date and Time Received: ____ / ____ / ____ Y / M / D	Branch File #: 		

Disposition, Date Sent, Total pages

Indicate the disposition(s), date sent, and total number of pages included in the submission. If more room is needed to indicate dispositions, use the comment box at the bottom of the form.

This submission refers to disposition #:	Date sent:	Total # of pages sent:
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Name of sender.

The name of the sender is the full legal name of the company.

Name of sender* (full business name):

Capacity of sender.

The sender can be a disposition holder, secured party, designated representative, or an agent.

Indicate capacity of sender (holder; secured party; designated representative; or agent):

Mailing address.

Indicate full mailing address of sender.

Mailing address of sender (number; street; city; province, territory, or state; country; zip or postal code):

Contact information.

If you wish Oil and Gas Resources to direct inquiries to a specific person, indicate his or her contact information here.

Name of Contact Person:	Capacity of Contact Person:
Contact phone number:	Contact fax number:
Contact e-mail address:	

List of attachments.

List the names of the items being submitted. Use additional copies of the transmittal letter if more space is required.

Attachments: (List the name of the form or the type of notice; along with required fees; court order; and other enclosures):

Comments.

Use the comment box for any special instructions or notes regarding the submission. Use additional copies of the transmittal letter if more space is required.

Comments:

YG(5446Q)F1 01/2008

Print Form

Clear Form