

# Guidelines for application letter



## **APA 2019**

Awards in Predefined Areas



NORWEGIAN PETROLEUM  
DIRECTORATE

## APPLICATION LETTER FROM COMPANY WITH APPLICATION TO APA 2019

A formal application letter containing an overview of all applications the company is submitting, both individually and as a participant in group applications, must be delivered by the application deadline. The application letter must contain the following:

1. Applicant and contacts
2. Form with list of applications
3. Map of applied area
4. Brief description of the application(s)
5. Copy of receipt for paid application fee

### 1. Applicant and contacts

State the company name, address and nationality, as well as the name, title, telephone number and email address of the contact person(s). At least two contacts should be available in Norway for Norwegian authorities throughout the application period until award.

### 2. Application list

Copy of table 5: "Application list from company".

The applications should be listed in prioritised order, with information about the proposed operator and distribution of ownership interests. Table 5 is in the Excel workbook "CompanyInformation" on the NPD's website at: [www.npd.no/apa2019](http://www.npd.no/apa2019). The worksheet can be completed in Norwegian or English when a selection does not have to be made from a drop-down menu. Additional rows can be added to the form.

**Table 5: Application list from company**

Correct name of company from list										
Priority (>0)	Application for Production License in blocks:	Region	If application for additional acreage <sup>1</sup> , PL no.:	Participants (Correct name of company from list)	O P O/P <sup>2</sup>	Participation share [%] <sup>3</sup> (0.00001 - 100)			Application delivered by: <sup>4</sup>	Fee paid by: <sup>4</sup>
						Preferred	Lower	Upper		
1										
2										
3										

<sup>1</sup> Additional acreage: where discoveries or mapped prospects extend into announced area from an existing production licence with the same licensee(s) and ownership interests, indicate licence number.

<sup>2</sup> O= operator, P= partner, O/P= no particular preference regarding operator or partner status.

<sup>3</sup> The size of the ownership interests primarily preferred, as well as an upper and lower limit which the applicant can accept, in an interval between 0.00001 and 100%. The ownership interests must be in accordance with the interests listed in the application summaries in each application.

<sup>4</sup> Place an X by the company actually delivering the application, individually or on behalf of the group. Place an X by the company that paid the application fee, individually or on the behalf of the group.

### 3. Map of the applied area

The following must be included in an application submitted by a company:

A map with geographic coordinates, block number and scale that shows applied for acreage and outlines of the mapped discoveries, prospects and leads.

When applying for a stratigraphic production licence, please specify the stratigraphic interval being applied for.

A company that is part of an application submitted by another company does not need to submit the information mentioned above.

### 4. Summary of application(s)

Brief text which provides a background for what each application includes, with comments on priority, ownership interests and operator requests, as well as other issues the applicant wishes to express. The summary must be limited to no more than 1 page.

### 5. Receipt for paid application fee

A scanned copy of the receipt must be enclosed as a separate file with the application letter.

Name the file "*Application fee\_(block number)*". If the company is participating in a group application and the fee is paid by one of the other group members on behalf of the group, this must be indicated by marking an X in the application form.

### Submission and attachments

All applicants must submit a formal application letter with an overview of all applications the company participates in, both individually and as a group (AMI). The application letter must be sent together with the company information and receipt(s) for paid application fee, if applicable, to both the Norwegian Petroleum Directorate and the Ministry of Petroleum and Energy.

#### The Norwegian Petroleum Directorate

The files must be saved in one folder named *tfo2019-applicationletter- "companyname"* and the folder must subsequently be compressed ("zipped"). The folder must not contain subfolders and the file must not be protected by password.

The submission must be named *tfo2019-applicationletter- "companyname"* and submitted via L2S Authority Communication to the Norwegian Petroleum Directorate.

#### The Ministry of Petroleum and Energy

The files shall be sent to the Ministry of Petroleum and Energy (MPE) in any electronic format. L2S Authority Communication is one possible solution for submitting this year.

The deadline for submission is **12:00 noon on Tuesday, 27 August 2019**. Applicants are encouraged to submit in good time before the deadline.

A receipt for the received application letter will be sent. Please allow for some handling time.

Files must be named as follows:

Name of file	Format	Description
Application letter_"Company name"	.pdf	Application letter
Company information_"Company name"	.pdf	Company information
CompanyInformation	.xlsx	Excel workbook "CompanyInformation"
Application fee_"block number"	.pdf	Receipt of paid application fee
Annual report_"company name"	.pdf	Annual report
Quarterly statement_"date"	.pdf	Latest quarterly financial report

**APPLICATION LETTER TEMPLATE:**

The Royal Norwegian Ministry of Petroleum and Energy  
 Akersgata 59 (R5)  
 P.O. Box 8148 Dep  
 0033 OSLO

**Awards in predefined areas 2019 (APA 2019) – Application for award of production licences****1. Applicant name:**

Address:

Nationality:

Contacts: name – title – telephone number - email

*Suggested text:* Reference is made to the Ministry of Petroleum and Energy's announcement of Award of Predefined Areas 2019 (APA 2019) on 29.5.2019. (Applicant name) hereby applies for a production licence in XX areas (see form below), distributed over XX new licences (potentially XX additional acreage to existing licences):

**2. Application list: (ref. Item 8 b) in the Invitation to apply for production licence for petroleum)**

Correct name of company from list			Our Company AS						Application delivered by: <sup>4</sup>	Fee paid by: <sup>4</sup>
Priority	Application for Production License in blocks:	Region	If application for additional acreage <sup>1</sup> , PL no.:	Participants (Correct name of company from list)	O P O/P <sup>2</sup>	Participation share [%] <sup>3</sup> (0.00001 - 100)				
						Preferred	Lower	Upper		
1	7324/12	Barents Sea		Company A	O	60	50	70	X	X
				Our Company AS	P	40	30	40		
2	7119/11	Barents Sea		Our Company AS	P	20	15	40	X	X
				Our Company AS	O	59,10				
3	6406/1	Norwegian Sea	PLxxx	Company C	P	7,90			X	X
				Company D	P	33,00				

<sup>1</sup> Additional acreage: where discoveries or mapped prospects extend into announced area from an existing production licence/unit with the same licensee(s) and ownership interests, indicate licence number/unit.

<sup>2</sup> O= operator, P= partner, O/P= no particular preference regarding operator or partner status.

<sup>3</sup> The size of the ownership interests primarily preferred, as well as an upper and lower limit which the applicant can accept, in an interval between 0.00001 and 100%. The ownership interests must be in accordance with the interests listed in the application summaries in each application.

<sup>4</sup> Place an X by the company actually submitting the application, individually or on behalf of the group. Place an X by the company that paid the application fee, individually or on the behalf of the group.

**3. Brief description of applications:**

*Example of text:* Priority 1 includes the eastern part of block 16/7 where our company, together with Company A, has mapped the Karlsvogna prospect at an Upper Triassic level. Priority 2 is an area in the Barents Sea southwest of Snøhvit, where our company is applying for participation as a partner with a desired ownership interest of 20%. Priority 3 is an application for additional acreage to PLxxx, where interpretation of new seismic shows that the Mitten prospect, scheduled to be drilled in 2021, reaches out into open area.

*Any other conditions the applicant wishes to express (up to 1 page).*

**Documents submitted by applicant:**

Application priority 2: block 7119/11

Application priority 3: block 6406/1, additional acreage to PLxxx

**Documents submitted by partner**

Application priority 1: block 16/7 delivered by Company A

**4. Attachment:**

Copy of receipt confirming paid application fee for application in block 7119/11 and 6406/1.