

SAMPLE MEMORANDM

Date:

Memorandum

To: Minerals Management Service
Production Accounting and Verification Services
P. O. Box 17110
Denver, CO 80217-0110

From: Field Manager, (Office)
Bureau of Land Management

Subject: Request for Modified Oil and Gas Operations Report (OGOR)

The _____ Field Office has determined that a modified OGOR(s) is required for the following:

BLM Agency Assigned Number: _____
Operator Name: _____
Production Month/Year: _____

Table with 5 columns: Category, Barrels of Oil (Reported, Corrected), MCF of Natural Gas (Reported, Corrected). Rows include Produced, Sold, Spilled or Lost, Used on or for Benefit of Lease, Injected, Gas Transferred, and API Gravity/BTU.

Reason for Request: _____

A copy of the letter to the operator is attached.

Please have the operator submit a modified OGOR(s) and notify this office when it has been received. If you have questions concerning the request, please contact

at _____.