Well administrative recording application form, RAP-1

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| Form code |  | Date of publication of the form in the Federal Official Gazette | | |
| FF - CNH - 002 |  | 14 | 10 | 2016 |
| Place where the formalities are complied with |  | Date when the formalities are complied with | | |
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| DD | MM | YYYY |

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| *Read the corresponding instructions before filling out the form.*  ***If any data or file can not be provided in full in this form, attach such document.*** | |
| Section 1. General data of the oilfield operator | |
| Contract or assignment type and number |  |
| Name or Corporate Name (paternal surname, maternal surname and name(s), or, Registered Name): | |
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| Contact details of the oilfield operator | | | | | | | |
| Long-distance code: |  | | Landline phone number: |  | Work phone number: | |  |
| Extension: | |  | E-mail to receive notifications from the National Hydrocarbons Commission: | | |  | |

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| Address of the oilfield operator | | | | | | | | |
| Zip code: | |  | | | Street: |  | | |
| (Example: Avenida Insurgentes Sur, Boulevard Avila Camacho, roadway, lane, main road, etc.) | | | |
| House number | |  | Unit number: |  | Neighborhood: | |  | |
| (Example: Ampliación Juárez, Residencia Hidalgo, Subdivision, Section, etc.) | | | |
| Borough: |  | | | | Municipality or Town: | | |  |
| State: |  | | | |  | | | |

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| Name of the legal representative (paternal surname, maternal surname and name(s): |
| Official identification document: ⭘ Passport ⭘ Voter's registration card ⭘ Professional license  ⭘ Other, please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Express authorization to use the address or e-mail provided for purposes of service of process by the National Hydrocarbons Commission: ⭘ Yes ⭘ No |

*Pursuant to Articles 4 and 69-M, section V of the Federal Administrative Procedures Act, the forms to request formalities and services shall be published in the Federal Official Gazette (DOF, Spanish acronym).*

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| Section 2. Well administrative recording application type  (Select the relevant checkbox) |
| ⭘ Well Administrative Recording Initial Application  ⭘ Well Administrative Record Update |

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| Section 3. Information related to well identification  (State the well’s data and the proposed well identification code) | | | | | | | | | | | | | | | | | | |
| a) Well name and number: | | | | | | | | | | | | | | | | | | |
| b) Well location; in relation to the corresponding municipality (onshore well), direction and distance: | | | | | | | | | | | | | | | | | | |
| c) Well location; in relation to the nearest port (offshore well), direction and distance: | | | | | | | | | | | | | | | | | | |
| d) Well nomenclature: (15 digits with an option for extension to 17 digits). | | | | | | | | | | | | | | | | | | |
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| A | | B | | | C | | | | | | | | | | D | | E | |
| e) Do you attach the justification of specific actions? | | | | | | | | ⭘ Yes | | | | | | ⭘ No | | | | |

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| Section 4. Information related to well classification | | | | | | | | | |
| Well classification code (9 digits) |  |  |  |  |  |  |  |  |  |
|  | (Initial drilling target) | | | (well drilling outcome) | | | (Current well conditions) | | |

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| Section 5. Information submitted using electronic means  (When attaching an electronic document is necessary, please state the section of this form to which such file corresponds to, as well as the file’s name and extension) | | |
| Section of the form | File name | Extension |
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| **I state under oath to tell the truth that the data provided in this document are authentic and that I am also aware of the penalties imposed by the laws in force to those who make false statements to the authorities when the latter perform their duties or in connection therewith.**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name and signature  **Signature:** The form must be signed using blue ink by the legal representative, who delivers original or certified copy and legible and true and correct copy of their identification for comparison purposes. |

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| **Filling out instructions**  Section 1. General data of the Oilfield Operator: *This section must be filled in with the following identification data of the Oilfield Operator:*  Contract or Assignment type and number: Write down the type and number of the contract or assignment related to these formalities.  Name or Corporate Name: Write down the full name of the natural person or the corporate or registered name of the legal entity, State’s productive company, assignee or contractor, as applicable.  Address of the Oilfield Operator: Write down the full address of the Oilfield Operator.  Name of the legal representative: Write down the full name of the legal representative of the company, with which the National Hydrocarbons Commission will communicate for the purposes of these formalities.  Official identification document: Check the box of the document submitted for identification purposes.  E-mail to receive notifications from the National Hydrocarbons Commission: Write down the e-mail where you want to receive official notifications from the National Hydrocarbons Commission.  Express authorization to use the address or e-mail provided for purposes of service of process by the National Hydrocarbons Commission: If you answer NO, there will be no electronic communication between the National Hydrocarbons Commission and the Oilfield Operator.  Phone number: Write down the phone numbers, providing the long-distance code of the city and phone number, specifying whether it is a landline or mobile phone number, where the legal representative can be reached.  **Remark: The official identification of the legal representative attached to this form must be delivered in simple and readable copy and the original thereof must be shown for comparison purposes.**  Section 2. Well administrative recording application type: The Oilfield Operator must state if it is submitting an application for or is requesting an update to the Well Administrative Record as follows.   1. Well Administrative Recording Initial Application: Select this checkbox if the Oilfield Operator is applying to register the Well, for which an authorization is sought, in the Well Administrative Record. The Oilfield Operator must complete sections 3 and 4 hereof and propose the corresponding information according to Annex III, "Guide to carry out the registration of identification and classification of wells related to hydrocarbons exploration and extraction activities in Mexico", of the Well Drilling Guidelines. 2. Well Administrative Record Update: Select this checkbox if the Oilfield Operator submits the application to update the nomenclature and, where appropriate, the classification of the well for which amending its well drilling authorization is required, in the Well Administrative Record. The Oilfield Operator must complete sections 3 and 4 hereof and propose the corresponding information according to Annex III, "Guide to carry out the registration of identification and classification of wells related to hydrocarbons exploration and extraction activities in Mexico", of the Well Drilling Guidelines.   Section 3. Information related to well identification: State the well’s data and the proposed well identification code as follows:   1. Well name and number: Prospect or Field identification shall be carried out using names of Mexican geographical sites or words of Mexican regional, indigenous, historical or cultural origin. Upon proposal by the Oilfield Operator, the Commission will approve the name identifying the Prospect or Field and it may, at any time, change or assign the name it deems convenient. 2. Well location, in relation to the corresponding municipality (onshore well), direction and distance: The direction can be replaced by the direction sectors that locate the well in relation to the municipality. These data will be used to determine the justification of the identification of the prospect or field. 3. Well location, in relation to the nearest port (offshore well), direction and distance. The direction can be replaced by the direction sectors that locate the well in relation to the nearest port. These data will be used to determine the justification of the identification of the prospect or field. 4. Well Nomenclature: Well nomenclature consists of four mandatory sections and a fifth facultative extension section: Verify the corresponding codes in Annex III, “Guide to carry out the registration of identification and classification of wells related to hydrocarbons exploration and extraction activities in Mexico” of the Well Drilling Guidelines. 5. Area Code Section. 6. State / Sea Polygon Code Section. 7. Well Code Section. 8. Branch Code Section. 9. Extension Section for supplementary information (facultative).   e) Justification of specific actions: Attachment containing, in free format, the reasons that support adopting specific actions related to the identification and classification of the well.  Section 4. Information related to Well Classification: State Well Classification Code. Verify the corresponding codes in Annex III, “Guide to carry out the registration of identification and classification of wells related to hydrocarbons exploration and extraction activities in Mexico” of the Well Drilling Guidelines. The classification of the Well will be carried out using blocks of 3 digits each. Each block considers a different criterion as indicated below:   * Well drilling initial target. * Well drilling outcome. * Current Well conditions.   Section 5. Information submitted using electronic means: Here, the Oilfield Operator must state the section of this form to which such file corresponds to, as well as its name and extension, when the information is submitted using electronic means.  Legal basis: Clause 3 of Annex III of the Well Drilling Guidelines, as well as article 15 of the Federal Administrative Procedures Act. |