



**INSTRUCTIONS: Form 1003/1003C**

1. **Form must be completed in its entirety and mailed to the appropriate District Office (see below) within 30 days after plugging is completed.**
2. Send original only.
3. Type or use BLACK ink only. **This form is for record and must be legible.**
4. API No. must be on form. To get an API No. use the OCC online Data Mining application or call the OCC Well Records Department at (405) 521-2275.
5. In specifying the type of plug use the following notations: **(if other abbreviations are used, please define)**  
**CIBP** - cast iron bridge plug    **CEM** - cement plug    **CIBP + CEM** - cast iron bridge plug and cement    **PKR** - packer
6. Cement plugs shall be placed in the well bore as required by the Rules of the Commission plus any additional plugs as may be specified by the District Manager or his representative, where unusual local conditions exist. (OAC 165:10-11-6)
7. The minimum amount of cement normally used in each plug in the open hole shall be a slurry volume equal to the amount necessary to fill the calculated volume of 100 feet of the hole in which the plug is placed.
8. A minimum 30 foot cement plug is required to be placed in the top of the well. (OAC 165:10-11-6)

<b>DISTRICT I (Bristow) District Office 115 W. 6th Avenue Bristow, OK 74010-2801 (918) 367-3396</b>							
<b>Counties Served:</b>							
Adair	Cherokee	Craig	Creek	Delaware	Kay	Lincoln	Mayes
Muskogee	Noble	Nowata	Okfuskee	Okmulgee	Ottawa	Pawnee	Payne
Rogers	Tulsa	Wagoner	Washington				

<b>DISTRICT II (Kingfisher) District Office 101 S. 6th Street Kingfisher, OK 73750-3209 (405) 375-5570</b>							
<b>Counties Served:</b>							
Alfalfa	Beaver	Blaine	Canadian	Cimarron	Custer	Dewey	Ellis
Garfield	Grant	Harper	Kingfisher	Logan	Major	Oklahoma	Roger Mills
Texas	Woods	Woodward					

<b>DISTRICT III (Duncan) District Office 1111 W. Willow Avenue Ste. 100 Duncan, OK 73533-4759 (580) 255-0103</b>							
<b>Counties Served:</b>							
Beckham	Caddo	Carter	Cleveland	Comanche	Cotton	Garvin	Grady
Greer	Harmon	Jackson	Jefferson	Kiowa	Love	McClain	Murray
Stephens	Tillman	Washita					

<b>DISTRICT IV (Ada) District Office 1400 Hoppe Blvd. Suite "D" Ada, OK 74820-2312 (580) 332-3441</b>							
<b>Counties Served:</b>							
Atoka	Bryan	Choctaw	Coal	Haskell	Hughes	Johnston	Latimer
Leflore	Marshall	McCurtain	McIntosh	Pittsburg	Pontotoc	Pottawatomie	Pushmataha
Seminole	Sequoyah						

**FOR COMMISSION USE ONLY**

Approved	Rejected		Approved	Rejected	
_____	_____	1. API No. invalid.	_____	_____	10. Record of pipe pulled incomplete.
_____	_____	2. Legal Description invalid for County.	_____	_____	11. Well location does not match plat.
_____	_____	3. Operator No. missing/invalid.	_____	_____	12. Treatable water depth missing.
_____	_____	4. Well location missing/invalid.	_____	_____	13. Perforation depths missing.
_____	_____	5. Well name missing.	_____	_____	14. Information on plug - operator.
_____	_____	6. Well No. missing.	_____	_____	15. Plugging description missing.
_____	_____	7. Plugging date invalid.	_____	_____	16. Plugging contractors name missing.
_____	_____	8. Well type missing/invalid.	_____	_____	17. Information on plug-cementing company.
_____	_____	9. Total depth missing/invalid.	_____	_____	18. Other: _____