

STATE LAND DEPARTMENT POLICY MEMO NO. P05-02

DATE ISSUED: 12/30/05

AMENDED: N/A

TO: ALL DIVISIONS

FROM: MARK WINKLEMAN /s/
STATE LAND COMMISSONER

SUBJECT: NONCOMPETITIVE OIL AND GAS LEASE APPLICATIONS;
"8:00 A.M." SIMULTANEOUS FILINGS

PURPOSE

The purpose of this Policy is to define the circumstances under which valid, noncompetitive oil and gas lease applications on the same land, filed with the State Land Department at 8:00 a.m., during regular business hours, will be considered simultaneously filed.

POLICY

Any noncompetitive oil and gas lease applicant, who proposes to have their application considered an "8:00 a.m. simultaneous filing", shall be present at the Department's Phoenix Public Records Office at the time Public Records opens for business with a valid application and associated filing fees and the rental payment for the first year. The application shall be on a form prescribed by the Department completely filled out and duly signed by the applicant. Each application submitted at this time will be time stamped as an "8:00 a.m." filing.

Any applicant not present at the time of the Department's Public Records opening for business shall not have their application considered for simultaneous filing.

Any application found to be invalid after being stamped as an "8:00 a.m. simultaneous filing" shall not be considered an 8:00 a.m. filing.

Notice Pursuant to A.R.S. § 41-1091 (b):

This substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona Administrative Procedure Act. If you believe that this substantive policy statement does impose additional requirements or penalties on regulated parties you may petition the agency under section 41-1033, Arizona Revised Statutes, for a review of the statement.