**MEEI TAX FORM 4**

**(Heavy Oil Projects)**

**INSTRUCTIONS**

1. **NAME OF FORM:**

Application for the Certification of Heavy Oil Projects

1. **PURPOSE:**

To certify qualifying works with respect to heavy oil projects for the purpose of the heavy oil allowance.

* “Heavy Oil” means crude oil of 18° API or lower.
1. **LICENCE/SUB-LICENCE/CONTRACT:**

Tick as appropriate and insert the number of the licence or name of the block for a Production Sharing Contract.

**(**Prepare separate submissions for each licence/sub-licence or contract).

1. **OPERATOR**:

State the name of the company operating the oil field.

1. **OTHER PARTIES:**

State the name/s of the joint partners and the percentage ownership.

**(*No separate application is required from joint partners)***

1. **YEAR ENDING**:

State the Accounting Year end for which claim is made (e.g. 31st Dec. 20XX)

1. **MARINE/LAND:**

Check appropriate box, marine or land and report information appropriately.

(Prepare separate submission for marine or land).

1. **FIELD NAME:**

State the name of the field

1. **WELL NAME:**

Well name format for wells already drilled*:* **field code–platform code-number.**

 The well name nomenclature is generated using the following rule:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Field Code | Dash | Platform Code | Dash | MEEI’s Well Number(Prefix + Number + Hole Types)  |
| A | N | G |  | - | C | E | B |  | - | A | N | 1 | 1 | S | T | 1 |  |  |  |

1. **BUDGET/AFE NO:**

State the Budget or AFE number for the project/expenditure.

1. **WORK DESCRIPTION:**

Give a brief description of the activity incurred in the year identified.

1. **API GRAVITY:**

State the API gravityof the crude from thewell/s drilled.

Please note the following:

* The wells drilled must have a primary target being a reservoir of 18° API or lower gravity crude.
* Ministry personnel must have witnessed the sampling and testing of the API gravity of the crude from any **new** heavy oil wells drilled.
* All tests and sampling to be coordinated by the operating company
1. **JOB STATUS:**

State the status of the activity at the end of the year.

E.g. drilling, suspended, completed oil producer, etc.

1. **COST**:

State the total cost incurred for each activity/project in United States dollars (US$) during the year identified. Attach schedule.

 (NB: where there are joint venture operations, the amount of the claim will be your shareholding percentage of the total qualifying expenditure incurred in the year).

1. **DATE WORK COMMENCED:**

Date work started

1. **DATE WORK COMPLETED:**

Date work completed

1. **DAYS DRL-2 SUBMITTED:**

State the date on which the DRL-2 was submitted to MEEI

1. **DAYS DRL-5 SUBMITTED:**

State the date on which the DRL-5 was submitted to MEEI

1. **DECLARATION**:
	* + **NAME:** The name of the duly authorized officer of the company who verifies the report as being true and correct.
		+ **SIGNATURE**: The duly authorized officer of the company whose name is shown in block letters.
		+ **TITLE:** The job or position of the duly authorized officer of the company who signed the form.

1. **DATE:**

MM/DD/YYYY

**Submit documents to**:

**The Permanent Secretary,**

Ministry of Energy and Energy Industries,

Level 26, Tower C - Energy Trinidad and Tobago,

International Waterfront Centre,

1A Wrightson Road,

Port of Spain.