



**CLOSURE OF SURFACE PIT (FORM CDP-4)**  
*Instructions*

**General Instruction.**

1. Form must be typed.

**Section 1: Operator Information.**

- 1a. **Operator Name.** Enter the operator's full name as it appears on operator's license.
- 1b. **License #.** Enter the operator's license number. To verify KCC operator license information, please check the Commission's website at [http://www.kcc.state.ks.us/conservation/oil\\_license.cgi](http://www.kcc.state.ks.us/conservation/oil_license.cgi) or contact the Conservation Division's Licensing Department at (316) 337-6194.
- 1c. **Operator Address.** Enter the operator's street or PO box number, city, state, and zip code.
- 1d. **Contact Person.** Enter the name of the individual who will be the operator's contact person for this Closure of Surface Pit Form, should the Conservation Division Staff need to contact the operator about the form. The contact person may be the operator or the operator's agent.
- 1e. **Phone.** Enter the phone number of the contact person that the Conservation Division Staff may easily reach if necessary to discuss the Closure of Surface Pit Form.

**Section 2: Pit Information.**

- 2a. **Permit Number (API No. if applicable).** Enter the KCC permit number for the pit to be closed. For workover, drilling, and haul-off pits, the Permit Number is the API Number. For emergency, settling, and burn pits, the Permit Number is listed at the bottom of the approved Application for Surface Pit (CDP-1) Form in the "KCC Office Use Only" Section.
- 2b. **Lease Name & Well No.** Enter the lease name and well number at which the subject pit is located.
- 2c. **Type of Pit.** Mark the appropriate box to indicate whether the subject pit is an emergency pit, settling pit, workover pit, burn pit, drilling pit, or haul-off pit.
- 2d. **Pit Location.**
  - 2d(1). **QQQQ.** Enter the pit's  $\frac{1}{4}$   $\frac{1}{4}$   $\frac{1}{4}$  section location.
  - 2d(2). **Sec., Twp., and R.** Enter the section, township, and range where the subject pit is located and mark the appropriate box to indicate if the range is East or West of the Sixth Principal Meridian.
  - 2d(3). **Footage from Section Lines.** Enter the number of feet the subject pit is located from the North or South section line and mark the appropriate box to indicate from which section line the measurement was taken. Enter the number of feet the subject pit is located from the East or West section line and mark the appropriate box to indicate from which section line the measurement was taken.
  - 2d(4). **County.** Enter the county where the subject pit is located.

**Section 3: Closure Information.**

- 3a. **Date of closure.** Enter the date when the subject pit was closed.
- 3b. **Use of an artificial liner.** Mark the appropriate box to indicate whether an artificial liner was used to close the subject pit.
- 3c. **Prevention of downward migration of pit contents.** If an artificial liner was not used to close the pit, provide an explanation of how the sides and bottom of the subject pit were sealed to prevent the downward migration of pit contents.
- 3d. **Abandonment Procedures.** Provide an explanation of the procedures used by the operator to abandon the subject pit after its closing.

**Section 4: Verification.**

- 4a. **Applicant's Position with operator.** Enter the position which the person completing the Form holds with the subject pit's operator.
- 4b. **Operator Name.** Enter the operator's full name as it appears in Section 1a.
- 4c. **Signature.** The applicant must sign the Form in front of a legal notary to verify that the information on the form is true and correct.
- 4d. **Legal Notary.** A legal notary will complete the 4d sections.