Well Stimulation Disclosure

Quick Reference Guide

Submit a Well Stimulation Disclosure

1. From the Home page, click on **Online Forms**.

2. Select the form named **Well Stimulation Disclosure.**

3. Enter the Organization, WST Permit #, and Description in Section **1. Form Information**.

4. Enter Contact Information in Section **2. Operator Information**.

5. Enter/Verify Well and Location Information in **Section 3. Well Information**.

6. Create record to input Treatment Data For all stages in **4. Treatment Stages.**

7. Input the Base & Recovered fluids in **5. Base & Recovered Fluids.**

8. Input the Chemical Constituents and Additives used for all stages in **6. Chemical Constituents & Additives.**

9. Upload all required Documents. In **7. Document Upload**

10. **8. Submit form**

11. Confirm data was submitted in **9. Form Submit**

11. Add all pertinent comments in **10. Review Comments.** Remember that all comments are publicly accessible.

12. Update the review status in section **11. Review** and Approve Submission.

Helpful Hints

Comments:

- There are many locations to add comments within WellSTAR.
- Comments cannot be edited or removed once created and are viewable by the operator, other Division staff, and the public.

Useful Information:

- It is recommended to enter a unique descriptor in Description on Section **1. Form Information** so that this information can also be used to locate the form.
- Grayed-out fields are read-only.

Stimulation Disclosure Form

Stimulation Disclosure Form Section Guide:

Form Section	Key Information
1. Form Information	•Input Organization. •Description (recommended to add a unique description).
2. Operator Information	•Will be pre-populated if the form was opened from the Operators Detail page. •Adding a contact here makes that contact the contact for this form, but does not add them as a contact for the company.
3. Well Information	• Well information: Well Name, API, Status type, TD, etc. •Location Information: Field, County, PLSS location, latitude & Longitude, Critical status.
4. Stimulation Stage Data	• Stage Information: Stage number, date time, depths etc. • Perforation data •Fracture Geometry. •ADSA dimensions •Geology: Formation tops, zones, field, area pool code. •Maximum Fluid and Proppant volumes.
5. Base & Recovered Fluids	• Base fluids: source name, location, type, and uses. •Well source data, supplier, volume, flashpoint, and PH •Recovered Fluids: disposal method, location, Project ID, operator, field. • Recovered Fluid Data •Radiological Information
6. Constituents & Additives	• Constituents: Chemical name & CAS #, unique ID (if not Cas # exists), concentration. •Additives: Trade secret status, name, supplier, purpose, concentration. •Radiological information: Component or tracer, recover method, recovery rate, disposal method, disposal location.
7. Document Upload	•Attach all supporting documentation •Select data type, date description. • Confidential request.
8. Form Submit	• Associate contact info with documents. •Add all comments. •Acknowledge submission. •Preview submission •Submit.
9. Confirmation.	• Verifies data has been submitted and received.
10. Review Comments	• All comments are publicly reviewable.