

Dear EIA-914 Respondent,

Your company has not filed its report with the U.S. Energy Information Administration (EIA) for Form EIA-914, *Monthly Crude Oil, Lease Condensate, and Natural Gas Production Report*, for the following periods \_\_\_\_\_. Your report was due to EIA by the *[Insert due date]* and is now considered late. A copy of the form and relevant information is available at <http://www.eia.gov/survey/#eia-914>.

It is important that the person in your company responsible for submitting Form EIA-914 oil, lease condensate, and natural gas production data receive this letter and provide the information requested on the Contact Information Form. **We ask that you complete and return this contact information to EIA as soon as possible.**

If you are *no longer* the person submitting the EIA-914 form, then please provide the following information in a reply email to [Jeffrey.little@eia.gov](mailto:Jeffrey.little@eia.gov):

Name of New Preparer:

New Preparer's Address:

New Preparer's Telephone #:

New Preparer's Email address:

EIA needs you to report the requested information on Form EIA-914. If you continue to refuse to file your report, EIA will request further action to compel the production of all information, documents, reports, records, and accounts needed to complete the reporting requirements for your company. If you have any questions, or need assistance in responding to this survey, Jeff Little, Industry Economist at [Jeffrey.little@eia.gov](mailto:Jeffrey.little@eia.gov), or (202) 586-6284.

### **General Information**

The data collected from the EIA-914 are used to generate robust production estimates that will be the official EIA crude oil, lease condensate, and natural gas production figures, until complete figures based on wider state collection efforts become available. These estimates, in turn, will be used for many purposes, including the following:

- To develop and make available to the Congress, the states, and the public a timely, transparent, and accurate quantified assessment of monthly crude oil, lease condensate, and natural gas production.
- To generate and distribute national crude oil, lease condensate, and natural gas production and consumption balances in a timely manner.
- To improve state-level coverage of crude oil and lease condensate data collection.
- As inputs to other EIA statistical information products.
- To respond to Congressional and internal Departmental requests for analysis of policy and regulatory issues associated with crude oil, lease condensate, and natural gas production (e.g., to inform the growing discussion about U.S. refining capacity and crude oil exports).

EIA has a legal mandate to carry out a central, comprehensive, unified energy data and information program. All persons owning or operating facilities or business premises who are engaged in any phase of energy supply shall make available to the Administrator such information and periodic reports. By law the EIA Administrator has the authority to conduct mandatory information collections and obtain the information by issuing subpoenas, conducting physical inspections or by other means identified in 15 U.S.C. 779.

Your company's mandatory participation will continue into the future until EIA informs you that you are no longer required to file. The information you provide will be used for statistical purposes only. The information reported on Form EIA-914 will be protected and not disclosed to the public in accordance with the Confidential Information Protection provisions of Title V, Subtitle A of Public Law 107-347 and other applicable Federal laws, your responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents without your consent. EIA estimates that the average reporting burden for this survey is 4 hours.

Sincerely,

Jeffrey Little  
Industry Economist  
Office of Energy Statistics  
U.S. Energy Information Administration