



Department of Energy
Washington, DC 20585

<Current MMDDYYYY>

Dear <Mr./Ms. Respondent Name>,

Thank you for your EIA-914 Monthly Crude Oil and Lease Condensate, and Natural Gas Production Report submissions. Due to changes in your company's crude oil and or natural gas production volumes, you are no longer required to file monthly production information for <Account Name> on the EIA-914 report. Your final required reporting month is for <Last Survey to Submit> production information, which is due on <Last Survey Due Date>. If you have not yet submitted this information, please do so. No subsequent submissions will be necessary.

At present EIA does not anticipate any future requirement to file EIA-914 data for your company. However, changes in your production volumes, or the relative production of other operators may alter selection criteria, and once again require you to submit data. Should this happen, you will be contacted by the EIA to inform you of that obligation.

If you have any questions or concerns, please contact the U.S. Energy Information Administration Customer Care Team directly via e-mail at EIA4USA@eia.gov, or call - 1-855-EIA-4USA (1-855-342-4872) Monday through Friday, 8:00 AM – 6:00 PM ET.

Thank you for your cooperation in making the EIA-914 Monthly Crude Oil and Lease Condensate, and Natural Gas Production Report a success.

Sincerely,

Debra Coaxum
Director, Office of Survey Operations
U.S. Energy Information Administration
U.S. Department of Energy