

Sample Cover Letter for Hard Copy Submissions

Linked to Hard Copy Sample Map

Today's Date

Mr./Ms.:
Railroad Commission of Texas
Pipeline Safety Division
Permitting & Mapping Section
P.O. Box 12967
Austin, TX 78711-2967

Dear Mr./Ms.:

Re: T4 Permit Number #55555

Attached please find a T-4 permit application, Form T-4 B, Form PS8000A, Hard Copy Map/s for the following changes to our pipeline system.

The following changes have occurred:

- SP*-Sold Pipeline to VPCC Energy Company, Lakeview Main Line, 24", 8.23 miles in Bowie County (Highlighted in yellow)
- NC -No Change
- BP -Abandon in Place, Line No. BB-1, 2", 3.40 miles in Bowie County (Highlighted in pink)
- NC -No Change
- NC -No Change
- NC -No Change

Note: Please list the diameter and miles for every pipeline change in your letter and/or on the map(s).

*For list of T-4 Amendment Codes, see [T-4_AMD Field](#) under [Digital Submissions](#).

Add Counties: None

Remove Counties: None

Miles of Pipeline:	Existing	350.47
	SP	- 8.23
	BP	-3.40

Total Miles Permit #55555	<hr/>	338.84
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Please contact me at 654-001-0000 if you have questions or require additional information.

Sincerely,

John Doe
Operations Specialist