

September 12, 2008

Assignments and Related OSFR Forms: Please note that assignments of Record Title, Operating Rights, and Pipeline Rights-of-Way will be returned, unapproved, if all required OSFR forms are not submitted.

Adjudication Service Fees on Resubmissions:

When resubmitting a package that was returned as "Incorrect," you must include the required service/filing fee or the package will again be returned to you.

When resubmitting a package that was returned as "Incomplete," you must include the receipt containing the "Incomplete" stamp that was included in the returned package in order to avoid paying additional service/filing fees. Packages returned as "Incomplete" that are resubmitted without the receipt containing the "Incomplete" stamp will be returned.

Corrections:

Utilizing liquid paper on any document which requires last minute corrections is acceptable.