









GENERAL INSTRUCTIONS

- WHO MUST REPORT** Any person or "Holder" who has possession of bonus payments, royalties, or other monies to be paid under a Corporation Commission Pooling Order to persons (owners) that are unknown or unlocated.
- REPORTING PERIOD** The holder's initial report to the Corporation Commission shall be filed no later than one year after the date of the issuance of the first pooling order subject to these rules. Thereafter, the holder's annual reporting date shall be on the anniversary of the initial reporting reporting and each year after for as long as any monies are held in escrow or until the well is plugged.
- DUE DATE** No later than the annual reporting date each year, the holder shall submit with this report the principal of all monies placed in escrow accruing under the orders issued during the first year, and subsequent years, where the sum exceeds \$100.00. Remittance payments shall be made by company check, cashier's check, certified check or money order, made payable to the "Oklahoma Corporation Commission".

Instructions For Preparing Form MOEA-OCC-1081-A (Please Type)

Note: If more than five entries, use MOEA-OCC-1081-B

- DATE** The date the report is prepared.
- HOLDER F.E.I./SSN** Holders Federal Employer Identification Number or Social Security Number.
- OCC No.** The number assigned by the Oklahoma Corporation Commission Surety Department.
- ESCROW ACCOUNT NO.** The number assigned by the banking institution to the escrow account.

**CONTACT NAME** Contact name of person filling out 1081 report.

**CONTACT NO.** The telephone number of the person filling out the 1081 report.

**E-MAIL ADDRESS** E-mail address for contact person.

**REPORTING PERIOD** The reporting period is a one year period from date of pooling order to date of initial report; or one year period between annual reporting dates. Example July 18, 2005 to July 17, 2006.

**HOLDER/OPERATOR NAME** The person or company that has possession of the monies for persons that are unknown or unlocated.

**HOLDER/OPERATOR ADDRESS** The holders mailing address and physical location if they are different. Make an attachment of all Holders, their address, OTC/OCC Operators & Corresponding Lease numbers.

**REPORTING COMPANY** Any companies reporting that is not the operator.

**REPORTING ADDRESS** Address for reporting company.

**ESCROW LOCATION-NAME** The name of the institution, bank, etc, where the escrow account is maintained.

**ESCROW ADDRESS** The address of the institution, bank, etc. where escrow account is maintained. The following must be completed for each owner appearing as unlocated or unknown in pooling orders.

**POOLING ORDER NUMBER** The number of the pooling order assigned by the Corporation Commission.

<b>POOLING ORDER DATE</b>	Date the Pooling Order is signed.
<b>OWNERS NAME</b>	Last known name of the unknown or unlocated mineral owner. (Last , First, MI)
<b>LEGAL DESCRIPTION</b>	Section, township, range and county.
<b>OWNERS ADDRESS</b>	Last known address on unknown mineral owner.
<b>API # and/or Well Name &amp; Number</b>	API number and/or Well Name & Number found on the Intent to Drill Form 1000.
<b>BEGINNING ESCROW ACCOUNT BALANCE</b>	Balance of the escrow account at the beginning of the report period for reported owner.
<b>ENDING ESCROW ACCOUNT BALANCE</b>	Balance retained in escrow account for reported owner may not exceed \$100. per owner
<b>TOTAL BONUS/PRODUCTION REVENUE PAID BY OWNER TO LOCATED OWNER</b>	Amounts paid to located mineral owner by operator from escrow account during reporting period.
<b>BONUSES DUE TO UNLOCATED</b>	Unlocated mineral owner received a cash bonus from a forced pooling.

OWNER PAID TO OCC

PRODUCTION  
REVENUE  
DUE TO UNLOCATED  
OWNER  
PAID TO OCC

Unlocated mineral owners received royalties payment on a producing well.

INTEREST INCOME  
ON PRODUCTION,  
REVENUE.

Interest Income on Production required under 52 O.S. State Statues 570.10 part (d) if applicable.

OWNER PAID TO OCC

TOTAL REVENUE &  
INTEREST  
PAID TO OCC

Calculated production revenue and interest on producing wells.