

Louisiana Department of Natural Resources Office of Mineral Resources

Telephone: (225) 342-4615 Email: LeasingSection@la.gov



REGISTRATION FORM

Any party wanting to submit an application to nominate State owned lands or waterbottoms for mineral leasing or to submit a bid for a mineral lease, exclusive geophysical agreement, or wind lease given by the Louisiana State Mineral and Energy Board is required to register, and renew registration annually, with the Office of Mineral Resources (OMR) prior to submitting an application or bid.

All Corporations, Limited Liability Companies, and Partnerships must provide a "Detailed Record" webpage print-out obtained from the LOUISIANA Secretary of State's Office website indicating the entity's current status with the submittal of this completed form. This "Detailed Record" webpage should be printed from the LOUISIANA Secretary of State's website at http://www.sos.la.gov/Home/Commercial/Corporations/SearchDatabase/tabid/819/Default.aspx. REGISTRATIONS ARE NOT COMPLETE WITHOUT THE SUBMITTAL OF THE LOUISIANA SECRETARY OF STATE'S OFFICE WEBPAGE PRINT-OUT. Individuals registering with OMR as prospective leaseholders are not required to submit additional documentation with the submittal of this completed form.

<u>RENEWALS</u>: In accordance with Louisiana Revised Statute 30:123.1, all prospective leaseholder registrations must be renewed annually by January 31st of each year. To renew registration, please update the information listed below on this form and submit to OMR along with the **LOUISIANA** Secretary of State's Office: <u>"Detailed Record"</u> webpage print-out. If renewal is not received prior to January 31st of each year, the Registration List and will not be awarded a State lease or approved for Assignment or Transfer after that date.

Futhermore, if the Registrant is a current Leaseholder and fails to maintain authorization to do business within the State of Louisiana while the Lease is in full force and effect, OMR may levy a penalty in the amount of One Hundred Dollars (\$100.00) per day until a copy of the "Detailed Record" to do business in Louisiana obtained from the LOUISIANA Secretary of State's Office is received by OMR. Remember: REGISTRATION RENEWALS ARE NOT COMPLETE WITHOUT THE SUBMITTAL OF THE LOUISIANA SECRETARY OF STATE'S OFFICE WEBPAGE PRINT-OUT. Individuals renewing registration with OMR as prospective leaseholders are not required to submit additional documentation with the submittal of this completed form.

FOR INTERNAL USE ONLY					
DATE FORM RECEIVED:		NEW REGISTRANT:	[]	
OMR ID NUMBER ISSUED:		REGISTRANT RENEWAL:	[]	

STEP 1 OF 5	PERTINENT INFORM	ATION		
Please list the correct name and address(es).	NAME:			
	PHYSICAL ADDRESS:			
		STREET ADDRES	S OR POST OFFICE ADDRE	ESS (Line 1)
		STREET ADDRES	S OR POST OFFICE ADDRE	ESS (Line 2)
		CITY	STATE	ZIP CODE
	MAILING ADDRESS: (IF DIFFERENT)	STREET ADDRES	S OR POST OFFICE ADDRE	SS (Line 1)
		STREET ADDRESS	S OR POST OFFICE ADDRE	SS (Line 2)
	-	CITY	STATE	ZIP CODE

STEP 2 OF 5	CONTACT INFORMATION				
Who should be contacted regarding this registration?	CONTACT NAME:	PERSON TO CONTACT			
	TITLE/POSITION:	TITLE/POSITION OF CONTACT PERSON			
	PHONE NUMBER:	AREA CODE			
	FAX NUMBER:				
	EMAIL ADDRESS:	AREA CODE			
STEP 3 OF 5	IDENTIFICATION NUMBER				
What is the Federal Employer Identification Number (FEIN) or Social Security Number? Please list one.	FEDERA EMPLOYER IDENTIFICATION NO. OR SOCIAL SECURITY NUMBER				
STEP 4 OF 5	SUBMISSION				
Where should this Form be submitted?	OFFICE OF MINERAL RESOURCES LOUISIANA DEPARTMENT OF NATURAL RESOURCES ATTENTION: LEASING SECTION				
	<u>PHYSICAL ADDRESS:</u> 617 North Third Street Baton Rouge, Louisiana 70802				
	MAILING ADDRESS: Post Office Box 2827 Baton Rouge, Louisiana 70821-2827				
	EMAIL ADDRESS:_LeasingSection@la.gov				
	Phone: (225) 342-4615 Fax: (225) 242-3486 or (225) 342-4527				
STEP 5 OF 5	SIGNATURE AND D				
Please sign and date this Form before submission.	SIGNATURE:				
	DATE:				