**Louisiana Department of Natural Resources**
**Office of Mineral Resources (OMR)**
Telephone: (225) 342-4615

| FOR INTERNAL USE ONLY | |
|---|---|
| Awarded: | |
| State Lease Number: | |
| Number of Copies: | |

# BID FORM

For a Lease for Oil, Gas, and Other Liquid or Gaseous Minerals on State or State Agency Lands or Water Bottoms

All bidders must be registered with the Office of Mineral Resources in order to submit a bid for a mineral lease. LSA-R.S. 30:127 (A). If you are not registered, please register now by completing a Registration Form and attaching the required current certificate from the Louisiana Secretary of State that the Corporation, Partnership or LLC is in good standing and is authorized to do business in Louisiana.

## Step 1 of 5 — TRACT INFORMATION

What tract is this bid submitted for?

Select either *Entire* or *Portion* for item B. **Must enter acreage bid regardless. Acreage is limited to 3 decimal places.**

**A. Official Tract Number:** _____

**B. Bid on Entire Tract or Portion?** **Entire**

**Tract Acreage Bid:** _____ **Acres**

## Step 2 of 5 — BIDDER INFORMATION

Is the bid a joint bid? Select either *Yes or No.*

**A. Joint Bid** **No**

Who is the bidder on this tract?

**B. Bidder Name(s), Registration Status, Address and Contact Information:**

In item B, enter Bidder 1 name (all bidders must be registered with the Office of Mineral Resources in order to submit a bid for a mineral lease. LSA-R.S. 30:127 (A)), enter address (for lease form), enter contract mailing address (for lease mailing), enter contact person name and phone number (for any questions), and enter percent interest bid.

Bidder 1 **OMR Prospective Leaseholder Registration Number** _____

Name _____ Percent Interest _____

Address _____
Street Address or P.O. Box (Line 1)

Address _____
Street Address or P.O. Box (Line 2)

City _____ State _____ Zip Code _____

Contract Mailing Address:

Name _____

Attention _____

Address _____
Street Address or P.O. Box (Line 1)

Address _____
Street Address or P.O. Box (Line 2)

City _____ State _____ Zip Code _____

Contact Name _____

Contact Phone Number _____ Contact Email Address _____

## Step 3 of 5 — BID INFORMATION

What is the Primary Term?

**A. Primary Term:** _____

Enter the Cash Payment in item 1 of B.

Do not enter the Amount Per Acre in item 2 of B. This form will calculate the Amount Per Acre for you.

**B. Cash Bonus:**

**1. Total Amount:** _____

**2. Amount Per Acre:** _____

Enter the Annual Rental in C. (No less than one-half the Cash Bonus)

**C. Annual Rental** _____

**D. Royalties**:

Enter the Oil royalty in item 1, Gas royalty in item 2 and Other liquid or gaseous minerals royalty in item 3 of D. Royalty amounts are limited to 5 decimal places

**1. Oil** produced and saved or utilized: _____ %

**2. Gas** produced and saved or utilized: _____ %

**3. Other liquid or gaseous minerals** in solution and produced with oil and gas and saved or utilized: _____ %

Enter any Additional Consideration in E. Additional Consideration is any consideration that you offer for the lease. **Do not enter any legally-imposed fees.** You will be billed for any amount entered here if your offer is accepted.

**E. Additional Consideration:**

## Step 4 of 5 — BIDDER ACKNOWLEDGEMENT AND SIGNATURE(S)

Sign and Date.

**The undersigned acknowledges that he has reviewed all bidder notices and respectfully submits this bid in accordance with Louisiana law. (*Each bidder or his duly authorized agent is required to sign.*)**

**Bidder 1**

Signature _____

Name _____

**Bidder 2**

Signature _____

Name _____

**Bidder 3**

Signature _____

Name _____

**Submission Date:** _____

Print Form

**Step 5 of 5** | **BIDDER INFORMATION (continued from Step 2 of 5)**

Enter each additional bidder's name, check *Yes* if registered as a prospective leaseholder or *No* if not registered, (all bidders must be registered with the Office of Mineral Resources in order to submit a bid for a mineral lease. LSA-R.S. 30:127 (A)), enter address (for lease form), enter contract mailing address (for lease mailing), enter contact person name and phone number (for any questions), and enter percent interest bid.

**DO NOT SUBMIT THIS PAGE WITH THE BID FORM IF NOT SUBMITTING A JOINT BID.**

## B. Bidder 2 Name, Registration Status, Address and Contact Information:

Bidder 2 Info

**OMR Prospective Leaseholder Registration Number** _____

Name _____ Percent Interest _____

Address _____
Street Address or P.O. Box (Line 1)

Address _____
Street Address or P.O. Box (Line 2)

City _____ State _____ Zip Code _____

Contract Mailing Address:

Name _____

Attention _____

Address _____
Street Address or P.O. Box (Line 1)

Address _____
Street Address or P.O. Box (Line 2)

City _____ State _____ Zip Code _____

Contact Name _____

Contact Phone Number _____ Contact Email Address _____

## B. Bidder 3 Name, Registration Status, Address and Contact Information:

Bidder 2 Info

**OMR Prospective Leaseholder Registration Number** _____

Name _____ Percent Interest _____

Address _____
Street Address or P.O. Box (Line 1)

Address _____
Street Address or P.O. Box (Line 2)

City _____ State _____ Zip Code _____

Contract Mailing Address:

Name _____

Attention _____

Address _____
Street Address or P.O. Box (Line 1)

Address _____
Street Address or P.O. Box (Line 2)

City _____ State _____ Zip Code _____

Contact Name _____

Contact Phone Number _____ Contact Email Address _____

## BIDDER NOTICES

**Read carefully the notices set forth in A through N.**

**A. Primary Term:** In accordance with R.S. 31:115, **the m**aximum primary term may not exceed 10 years.

**B. Cash Payment:** ½ equals consideration for lease and ½ equals first year annual rental.

**C. Annual Rental:** Required if primary term > 1 yr. Must be ≥ ½ cash bonus payment.

**D. Royalties:** Statutory minimum royalties 1/8 for each product except if school board lease 1/6. LSA-R.S. 30:127. Rights to geothermal resources, free sulphur, potash, lignite, salt and other solid minerals are excluded from any state or state agency lease for oil, gas and other liquid or gaseous minerals and any royalty bid thereon shall be disregarded.

**E. Additional Consideration:** It is mandatory that a bid on a White Lake Eroded Shoreline from 1942 tract offer the additional consideration that should a title dispute arise regarding the tract and litigation ensue, the bidder obligates himself(itself) to pay to the state, as same may be billed, any and all legal costs incurred by the state of Louisiana in defending its title to said tract up to a maximum aggregate amount of one hundred fifty thousand and no/100 dollars ($150,000.00) for all leases acquired by the bidder on White Lake Eroded Shoreline from 1942 acreage.

**DO NOT SUBMIT THIS PAGE WITH THE BID FORM.**

**F. Ten Percent (10%) Leasing Fee:** The State Mineral & Energy Board is authorized to collect a fee for leasing state and state agency lands or water bottoms in the amount of ten percent (10%) of the total cash payment paid at the lease sale. This fee shall be in addition to the total cash payment paid. LSA-R.S. 30:124. This fee shall be submitted with the bid. Payment shall be made to the Office of Mineral Resources via check (personal or business). If payment is not made or the check not honored for payment, the State Mineral & Energy Board may not execute the lease and may rescind it. **This fee is NOT additional consideration. If the ten percent (10%) fee is placed in the "Additional Consideration Box" on the bid form (Box E.), it WILL BE COLLECTED as part of the consideration for the lease In ADDITION TO the required fees; no exceptions.**

**G. Thirty Dollars ($30.00) Per Acre Payment by State Mineral Lessees Pursuant to LSA-R.S. 30:136.1(D) and Act 362 of the 2015 Regular Legislative Session:** The following applies only to state mineral lessees and not to state agency mineral lessees: Fifteen dollars ($15.00) per acre shall be collected from state mineral lessees and deposited into the Louisiana Wildlife and Fisheries Conservation Fund and an additional fifteen dollars ($15.00) per acre shall be collected from state mineral lessees and deposited into the Oil and Gas Regulatory Fund created by R.S. 30:21. LSA-R.S.30:136.1(D) and Act 362 of the 2015 Regular Legislative Session. Payment of these two items in connection with state mineral leases is combined into one (1) payment known as the Thirty Dollars ($30.00) Per Acre Payment. This payment shall be submitted with the bid. Payment shall be made to the Office of Mineral Resources via check (personal or business). If payment is not made or the check not honored for payment, the State Mineral & Energy Board may not execute the lease and may rescind it. **This fee is NOT additional consideration. If the ten percent (10%) fee is placed in the "Additional Consideration Box" on the bid form (Box E.), it WILL BE COLLECTED as part of the consideration for the lease In ADDITION TO the required fees; no exceptions.**

**H. Bid Submission Conditions:** (1) Once a bid is submitted, it may not thereafter be withdrawn or cancelled. (2) The State Mineral & Energy Board does not obligate itself to accept any bid. Bid acceptance or rejection is at the sole discretion of the State Mineral & Energy Board which reserves the right to reject any and all bids or to grant a lease on any portion of the tract advertised and to withdraw the remainder of the tract. (3) The bidding party shall include the cash payment as a deposit with each bid in the form of a certified check, cashier's check or bank money order. LSA-R.S. 30:127(F). The cash payment amount specified on the certified check, cashier's check or bank money order shall exactly match the cash payment amount specified on the official Bid Form. If the bid is accepted, the cash payment, Ten Percent (10%) Leasing Fee and Thirty Dollars ($30.00) Per Acre Payment shall be immediately negotiated and endorsed by the Office of Mineral Resources and the proceeds transmitted to the State Treasurer for processing in accordance with law. If the bid is rejected, the cash payment, Ten Percent (10%) Leasing Fee and Thirty Dollars ($30.00) Per Acre Payment shall be returned. (4) If examination of the successful bid acreage amount reveals that there is more or less state or state agency acreage than the amount bid on, then the cash payment, Ten Percent (10%) Leasing Fee, Thirty Dollars ($30.00) Per Acre Payment, annual rental, and deferred development shall be adjusted accordingly.

**I. Mineral Lease Award Conditions:** (1) The successful bidder(s) to whom the lease is awarded has twenty (20) days from receipt of the lease contract, properly executed by the State Mineral & Energy Board, to execute and return the lease contract to the Office of Mineral Resources. Failure to return the lease contract, properly executed, within twenty (20) days may result in forfeiture of the lease including the cash payment and Ten Percent (10%) Leasing Fee. (2) All state and state agency mineral leases shall be executed upon the terms and conditions provided in the current lease forms with attached riders. Copies are available for review from the Office of Mineral Resources. (3) Notwithstanding any provisions to the contrary in any lease awarded or in any rider attached thereto, the lease awarded shall be granted and accepted without any warranty of title and without any recourse against the Lessor whatsoever, either expressed or implied. Further, Lessor shall not be required to return any payments received under the lease awarded or be otherwise responsible to Lessee therefor.

**J. Other Applicable Regulations:** Some tracts available for mineral leasing may be situated in the Louisiana Coastal Zone as defined in LSA-R.S. 49:214.21, *et seq*, and may be subject to guidelines and regulations promulgated by the Louisiana Department of Natural Resources, Office of Coastal Restoration and Management, Coastal Management Division, for operations in the Louisiana Coastal Zone.

**K. Portion Bid Acreage and Location Documentation:** If submitting a portion bid, provide (1) a Portion Bid Written Property Description (one (1) original paper copy and one (1) electronic copy as a Word .doc file), (2) a Portion Bid Plat (one (1) original paper copy and one (1) electronic copy as a .pdf file) and (3) a Portion Bid Diskette or CDROM containing the electronic copy of the portion bid written property description as a Word .doc file, the portion bid plat as a .pdf file, and the portion bid .dxf file (if applicable), labeled as required.

**DO NOT SUBMIT THIS PAGE WITH THE BID FORM.**

**L. Cash Payment Information:** Include the cash payment in the bid packet as a deposit in the form of a certified check, cashier's check or bank money order made payable as checked off below:

| | |
|---|---|
| ☐ The Office of Mineral Resources | For an Offshore, Inland, LDWF Area/State Owned (except Marsh Island), School Indemnity Lands, or White Lake tract |
| ☐ 1/2 to Office of Mineral Resources<br>1/2 to Russell Sage Foundation | For a Marsh Island Wildlife Refuge tract (LSA-R.S. 56:798). |
| ☐ The [State Agency} | For a State Agency Lands tract (LSA-R.S. 30:153). |
| ☐ 1/2 to Quachita Farm Corporation<br>1/2 to La. Dept. of Wildlife and Fisheries | For a tract falling in that portion of the Russell Sage Wildlife Management Area subject to that Act of Sale dated 12/28/60. |
| ☐ The [School Board] | For a Section 16 School Lands tract (with exception below). |
| ☐ The State Treasurer | For a Section 16 School Lands tract falling in a township lying within more than one (1) parish (LSA-R.S. 41:640(B)). |

**M. Seal the Bid Packet:** Place all of the items required to be included in the bid packet in an envelope, completely seal the envelope, write the official tract number on the outside of the envelope, and notate on the outside of the envelope that **Sealed Bid is Enclosed**. If submitting multiple bids, then place the individual sealed bid packet envelopes into a larger envelope and notate on the outside of the envelope that **Sealed Bids Are Enclosed**.

## N. OMR Contact Information:

**A. For Bid Submission**
**Office of Mineral Resources**
**La. Department of Natural Resources**
**Attention: State Mineral & Energy Board**

*Baton Rouge Office Physical Address*:
**617 North 3rd Street**
**8th Floor**
**Baton Rouge, Louisiana 70802**

*Baton Rouge Office Mail Address*:
**P.O. Box 2827**
**Baton Rouge, Louisiana 70802**

**B. For Bid Questions**
**Elaine Williams**
**Petroleum Lands Division**
**Office of Mineral Resources**

**Email Address: elaine.williams@la.gov**
**Phone: (225) 342-0213 or (225) 342-4615**
**Fax: (225) 242-3722 or (225) 342-4527**