

## Payor Notification Form

### Part A

Property Type (check one)  New Property  Transfer from Another Payor/Changes to existing arrangement  
 (must complete Part B)

Payor Code of New Payor

New Payor's Name \_\_\_\_\_

Mailing Address with City and Zip \_\_\_\_\_

### Part B

Payor Code of Previous Payor  
 (if applicable)

Previous Payor's Name \_\_\_\_\_

Mailing Address with City and Zip \_\_\_\_\_

Field Code	Field Name	LUW Code	LUW Name	Payor Percent*	Volume Factor	Payor Decimal**	Product***	Effective Date

\* Enter the percent of the property decimal for which you are responsible.

\*\*Enter the decimal that you will be paying.

\*\*\*Only include the codes for the products on which you are paying royalty. (Oil 1, Gas 2, Plant Product 5) If you pay gas, you must set up Plant Products.

**Note: Please provide this office the basis on which your company will be reporting/paying royalty (entitlement, takes, or take in kind). If any one payor is paying royalty on takes or take in kind, then all payors must participate using a volume factor. When paying/participating in a unit on a non-entitlement basis, all payors must pay on all leases and tracts within the unit using their unit participation interest. The participation interest cannot differ for individual leases and tracts within the unit.**

### Comments

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Submitted by  
 (print name):

E-mail  
 Address:

Phone Number:

Date Submitted:

### DNR Action Taken

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