



Texas General Land Office
Commissioner Dawn Buckingham, M.D.
1700 North Congress Avenue
Austin, Texas 78711-2873

GLO USE ONLY
STATE LEASE
MF- _____

APPLICATION FOR COUNTY ROAD LEASE

♦ **Roads Crossing County Lines Require Separate Application, Bonus, Fees, and Leases** ♦

COUNTY _____
[List only one county]

LESSEE _____

ADDRESS _____
[Lessee name and address must be written as they will appear on the Lease]

TOTAL GROSS ACRES IN PROPOSED LEASE _____

TOTAL NET ACRES IN PROPOSED LEASE _____

NAMES OF ALL COUNTY ROADS BEING LEASED: _____

FULL DESCRIPTION [Abstract, Block, Township, Section]: _____

Do you control all minerals or leasehold adjacent to the roadway? Yes _____ No _____

If no, what percentage of minerals or leasehold adjacent to the roadway do you control? _____

Is the Roadway on Relinquishment Act Lands? Yes _____ No _____

HIGHEST ADJACENT LEASE ROYALTY RATE _____

HIGHEST ADJACENT LEASE SHUT-IN ROYALTY \$ _____
[Note: Minimum of \$1200/well]

TERM [GLO will determine the Term based on the remaining term of adjacent leases] _____

HIGHEST ADJACENT BONUS PER ACRE PAID \$ _____

BONUS PAID TO COUNTY: \$ _____

[County proof of payment should be emailed to ER.Leasing@glo.texas.gov]

TOTAL CONSIDERATION PAYABLE TO: COMMISSIONER OF TEXAS GENERAL LAND OFFICE

[Please provide a separate check for each of these payments]

Processing Fee \$ 500.00 **Sales Fee [1.5% of Bonus paid] \$** _____

Second page of Application is a Checklist of all items that must be furnished before a County Road Lease will be prepared.

For State Use: _____

Revised 9/2025

Contact: Susan Draughn, Susan.Draughn@glo.texas.gov, 512.463.6521



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COUNTY ROAD BONUS FORM

To be filled out by Lessee or representative:

COUNTY: _____ DATE: _____

BONUS PAID TO COUNTY: _____

LESSEE _____

ADDRESS _____

LESSEE'S REPRESENTATIVE: _____

PHONE: _____ EMAIL: _____

CHECK # _____ CHECK PAYOR: _____

TOTAL GROSS ACRES IN PROPOSED LEASE OR UNIT: _____

TOTAL NET ACRES IN PROPOSED LEASE OR UNIT: _____

NAMES OF ALL ROADS BEING LEASED OR UNITIZED:

FULL DESCRIPTION [Abstract, Block, Township, Section] & UNIT NAME (If for 32.207 Pooling)

To be filled out by County:

This acknowledges receipt of bonus payment for the above described county road:

COUNTY: _____ Date: _____

By: _____ Phone number: _____

(Please Print Name)

County address for the GLO to return an executed copy of the lease or pooling agreement:

Instructions to the County:

Please return a copy of this form as receipt of bonus payment to the Texas General Land Office by fax, mail, or email. An executed copy of the lease or unit will be returned to the county.

Email: ER.Leasing@glo.texas.gov

Mail to: Texas General Land Office, Energy Resources

P. O. Box 12873, Austin, TX 78711-2873

For Questions contact Texas General Land Office / Mineral Leasing / County Roads

Email: ER.Leasing@glo.texas.gov



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CHECKLIST FOR COUNTY ROAD LEASE

Cover Letter

- RE: the tract to be leased.
- Provide any additional details regarding the lease application.
- Contact information for applicant or applicant's representative (name, phone, and email).
- Address for the GLO to use when mailing the executed lease.

County Road Lease Application Form

"Exhibit A" describing the area being leased and citing the source deed reference information (this will be attached to and made part of the executed lease).

Plat showing boundaries and dimensions of the county road. The GLO will use this plat to identify the tract on GIS maps and prepare an "Exhibit B" plat for attachment to the lease.

Executed "Affidavit of Highest Consideration Paid" (can be found on the GLO website or by clicking the hyperlink).

Executed "Waivers of Preferential Right to Lease" (if necessary). Mineral owners adjacent to a county road have a preferential right to lease the county road for oil and gas. If applicant does not control the minerals or leasehold adjacent to the road, the waiver must be obtained.

Copies of all source deeds for the county road showing volume and page of document.

List of adjacent leases (on a spreadsheet) with the following information: Lessee; Lessor; Lease Date; Term of Lease; Extension Term (if applicable); Royalty Rate; County; Volume; and Page. (Copies of leases are not necessary).

List of assignments of adjacent leases (on a spreadsheet) with the following information: Assignor; Assignee; Lessor of Assigned Lease; Date of Assignment; County; Volume; and Page. (Copies of assignments are not necessary).

County Bonus Form and County Bonus submitted to county.

Receipt of Bonus Payment paid to the County (Receipt will be provided by the County).

Sales Fee of 1.5% of bonus amount payable to: Commissioner of Texas General Land Office.

Processing Fee of \$500.00 payable to: Commissioner of Texas General Land Office.

Include all the above in one package and mail or deliver to:

Texas General Land Office
Energy Resources
1700 N. Congress Avenue
Austin, TX 78701