



Texas General Land Office  
 George P. Bush, Commissioner  
 1700 North Congress Avenue  
 Austin, Texas 78701-1495

<p><b>GLO USE ONLY</b>          STATE LEASE          MF- _____</p>
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**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](mailto:ER.Leasing@glo.texas.gov) ]

<p><b>TOTAL CONSIDERATION PAYABLE TO: COMMISSIONER OF TEXAS GENERAL LAND OFFICE</b>          [Please provide a separate check for each of these payments]  <b>Processing Fee \$ 500.00</b>                      <b>Sales Fee [1.5% of Bonus paid] \$</b> _____</p>
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**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:**



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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 Fax (512) 475-1404

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