



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

GLO USE ONLY
MF _____

APPLICATION FOR LEASING RIGHT OF WAY/ROADS STATE or COUNTY

◆ Roads crossing county lines require a separate application, bonus, and fees ◆

County _____ Roadway is _____ State _____ County _____
[List only one county] [State and County roads must be leased separately from each other]

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 _____

NAME OF ALL STATE OR COUNTY ROADS BEING LEASED _____

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

Do you control all minerals or leasehold adjacent to the roadway or can provide a waiver to lease? Yes No

Is the roadway on Relinquishment Act Lands? Yes No

HIGHEST ADJACENT LEASE ROYALTY RATE _____

HIGHEST ADJACENT LEASE SHUT-IN ROYALTY \$ _____
[Note: Minimum on Lease will be \$1200/well]

TERM [General Land Office will determine the term based on the remaining term of adjacent leases] _____

HIGHEST ADJACENT BONUS PER ACRE PAID \$ _____

TOTAL CONSIDERATION DUE WITH APPLICATION [Please provide a separate check for each payment due]

\$500.00 Processing Fee for State and County due with the application

[Payable to Commissioner of the Texas General Land Office]

Bonus \$ _____

[State road bonus is payable to Commissioner of the Texas General Land Office]

[County road bonus is payable directly to the County Judge]

Sales Fee [1.5% of Bonus paid] \$ _____ [Payable to Commissioner of the Texas General Land Office]

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

Representative for this application _____

Phone _____ Email _____

Mailing address for return of Oil and Gas Lease _____



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

CHECKLIST FOR STATE OR COUNTY RIGHT OF WAY/ROADWAY 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.

State/County Lease Application Form.

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

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

Executed "Affidavit of Highest Consideration Paid" [can be found on the GLO website]

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

Copies of all source deeds road showing volume and page of the 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]

Bonus payment payable to: Commissioner of Texas General Land Office, if for a state road or payable to the County Judge using the County Bonus form.

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