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

GUIDELINES FOR §32.207 POOLING UNLEASED RIGHT OF WAY STATE (SROW) OR COUNTY (CROW)

Section 32.207 of the Texas Natural Resources Code (TNRC) provides that the School Land Board (SLB) may pool unleased State or County Roads in the same manner as pooling an unleased riverbed or channel as per Section 52.076 of the TNRC.

- Use the *§32.207 Application for Pooling Unleased State or County Roads* form if the road you wish to pool an unleased State or County Road.
- **Select State or County on the application**. State roads (e.g., "SH-71", "FM2323", or "US-10") are roads that the State maintains and County roads (e.g., "CR 209", or a named road) are roads that the County maintains.
- Pooling Agreements covering unleased State or County roads require a consideration payment (bonus). The bonus may be submitted with an application or after the applicant receives approval from the School Land Board (SLB) for the Pooling Agreement and two (2) originals have been sent to the applicant for their signature.
  - For **SROW** tracts, bonus must be payable to **Commissioner of Texas General Land Office.**
  - For **CROW** tracts, bonus must be payable to the **County Judge** for their County Road Oil and Gas Fund as provided by Natural Resources Code Section 32.2015. Use the *County Roads Bonus* form found on the GLO website.
  - Roads crossing county lines require separate applications but may be pooled in the same unit.
- Royalty due to the State or County is set at 25% for the Pooling Agreement.
- The State will ratify a unit if applicant submits the recorded Unit Designation.

The following must be submitted to the General Land Office at least **thirty (30)** business days prior to the designated calendar meeting date at which the SLB is to consider the application:

- A cover letter listing the SROW or CROW to be included in the Pooling Agreement and the anticipated bonus consideration.
- The completed *§32.207 Application for Pooling Unleased State or County Roads*
- $500.00 application fee (State or County tract) payable to: **Commissioner of Texas General Land Office**.
- A plat depicting the location of the State or County tract, the proposed unit outline, proposed unit well(s) location, State lease numbers (MF#) of any other State/County leases within the unit outline.
- Copy of proposed description or Declaration of Unit in which the ROW is to be pooled.
- RRC Form W-1, W-2, or G-1, as applicable for the unit well(s).
- Required exhibits that will be due when returning the two (2) executed and notarized original Production Agreements for the Commissioner's signature.
  - **Exhibit "A"**: A list of all of the oil and gas leases included in the pooled Unit.
  - **Exhibit "B"**: A legal description (metes and bounds or a list of tracts, if they are readily identifiable) of the pooled Unit.
  - **Exhibit "C"**: A legible, accurate plat of the pooled Unit.

If the submitted application is approved by the School Land Board:

- Two (2) original §32.207 Pooling Agreements will be prepared by GLO staff and returned to the applicant for execution.
- The two (2) operator-executed and notarized originals, and all required exhibits, must be returned to the GLO **within 90-days of SLB approval** for execution by the Commissioner or the Commissioner's designee (unless an extension is approved by GLO Staff in writing).
- If not previously paid, bonus consideration is due with the return of the applicants' executed and notarized Pooling Agreement. The county bonus should be paid to the county and the bonus form receipt returned by the county to the GLO, at the email listed on the form. County Pooling Agreements will not be executed by the Commissioner until County Road Bonus form is received.
- After the Pooling Agreement receives the required staff approval and signature from the Commissioner; one (1) executed original will be filed in the corresponding State Mineral File and the other fully executed original will be returned to the applicant for recording in the County, if they choose. If recorded, return a copy to the GLO.

**Information considered confidential or proprietary should not be submitted with the application.*

NOTE:

- Unleased roadways on Relinquishment Act Land **must** be pooled as unleased state ROW using the §32.207 Pooling of Unleased HROW Application.

Where to send applications:

Overnight:
Texas General Land Office
Attn: Energy Resources
1700 N. Congress Avenue
Austin, TX 78701-1495

Mail:
Texas General Land Office
Attn: Energy Resources
P.O. Box 12873
Austin, TX 78711-2873