



United States Department of the Interior



MINERALS MANAGEMENT SERVICE
Minerals Revenue Management
P.O. Box 25165
Denver, Colorado 80225-0165
www.mrm.mms.gov

JAN 17 2007

Dear Reporter:

The Minerals Management Service (MMS) cordially invites you to attend any of the oil and gas reporter training sessions for 2007 listed below (see enclosed agendas). The MMS does not charge for these training sessions. They will be the only sessions we will provide this year. If you need training, please register soon as courses fill up rapidly.

Denver, Colorado:

Dates:	March 6	Oil and Gas Operations Report, Onshore (OGOR) (Form MMS-4054)
	March 6-7	Report of Sales and Royalty Remittance (Form MMS-2014)
Location:	Sheraton Denver West 360 Union Blvd. Lakewood, CO 80228	

The Sheraton Denver West will provide a group room rate of \$109 per night to attendees. In order to receive this rate you must call the hotel reservations department at 303-987-2000 prior to February 16, 2007, and request the MMS room block rate (Group Code MMC05A).

Tulsa, Oklahoma:

Dates:	March 20	Oil and Gas Operations Report, Onshore (OGOR) (Form MMS-4054)
	March 20-21	Report of Sales and Royalty Remittance (Form MMS-2014)
Location:	Marriott Southern Hills 1902 East 71st Tulsa, OK 74136	

The Marriott Southern Hills will provide a group room rate of \$99 per night to attendees. In order to receive this rate you must call the hotel reservations department at 866-242-5060 by March 5, 2007, and request the MMS room block rate.

TAKE PRIDE
IN AMERICA 

Houston, Texas:

There will be two separate sessions in Houston to accommodate the large attendance, the first on April 24 and 25 and the second on April 26 and 27.

Dates:	April 24	Oil and Gas Operations Report, Onshore and Offshore (OGOR) (Form MMS-4054), and Production Allocation Schedule Report (PASR) (Form MMS-4058)
	April 24-25	Report of Sales and Royalty Remittance (Form MMS-2014)
	April 26	Oil and Gas Operations Report, Onshore and Offshore (OGOR) (Form MMS-4054), and Production Allocation Schedule Report (PASR) (Form MMS-4058)
	April 26-27	Report of Sales and Royalty Remittance (Form MMS-2014)
Location:	Crown Plaza (formerly Sofitel Houston) 425 N. Sam Houston Pkwy E. Houston, TX 77060	

The Crown Plaza will provide a group room rate of \$125 per night to attendees. In order to receive this rate you must call the hotel reservations department at 1-800-231-4612 by April 3, 2007, and request the MMS room block rate.

Seminar Registration

For your convenience, on-line registration is available at:

<http://www.mrm.mms.gov/reportingservices/training/etform.htm>

Please register for the session you wish to attend by clicking on the web link and completing the required information. Once registered, you will receive an email confirmation. If you do not receive your confirmation within 24 hours, please contact Ms. Debra Gofton at 1-800-525-0309, extension 13579 or 303-231-3579.

If you do not have Internet access, you can register by calling 1-800-525-0309, extension 13579. Please provide your name, company, payor code or operator number, phone number, and the

Dear Reporter

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seminar date, time and location for which you are registering. If you will need any special accommodations or auxiliary aids during training, please provide this information also.

To attend the seminar of your choice, please register by the following dates:

Denver, CO – COB Friday, February 23, 2007

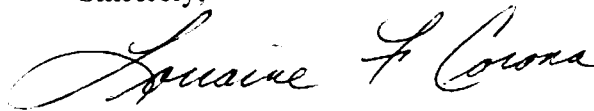
Tulsa, OK – COB Friday, March 9, 2007

Houston, TX – COB Friday, April 13, 2007

This training is provided to you at no charge except for your own travel and related expenses. Please note these seminars do not cover topics related to solid minerals.

If you have any questions or need additional information on these seminars, please contact Ms. Susan Long 1-800-525-0309, extension 13079, or 303-231-3079.

Sincerely,

A handwritten signature in cursive script that reads "Lorraine F. Corona".

Lorraine F. Corona
Manager, Reporting Services

Enclosure

2007 OIL & GAS REPORTER TRAINING

Denver, Colorado

Tuesday, March 6

Onshore Production

(8:30 a.m. – 12:00 Noon.)

Opening

MRM Overview Reporting Principles

Reference/Well Confirmation Reports

Oil and Gas Operations Report (OGOR)
(Form MMS-4054)

OGOR Examples

OGOR Confirmation Reports

Modify/Replace Reporting (OGOR)

BRIO – Production

Royalty - Basic

(1:00 p.m. – 4:00 p.m.)

Leases and Agreements

Basic Reporting Principles

Commonly Used Transaction Codes

Wednesday, March 7

Royalty - Advanced

(8:30 a.m. – 12:00 Noon.)

Opening

Adjustments, Recoupments & Refunds

Exception Processing and Appeals

BRIO - Royalty

Royalty - Valuation

(1:00 p.m. – 4:00 p.m.)

Federal Valuation & Sales Type Codes

Indian Valuation & Sales Type Codes

2007 OIL & GAS REPORTER TRAINING

Tulsa, Oklahoma

Tuesday, March 20

Onshore Production

(8:30 a.m. – 12:00 Noon.)

Opening

MRM Overview Reporting Principles

Reference/Well Confirmation Reports

Oil and Gas Operations Report (OGOR)
(Form MMS-4054)

OGOR Examples

OGOR Confirmation Reports

Modify/Replace Reporting (OGOR)

BRIO – Production

Royalty - Basic

(1:00 p.m. – 4:00 p.m.)

Leases and Agreements

Basic Reporting Principles

Commonly Used Transaction Codes

Wednesday, March 21

Royalty - Advanced

(8:30 a.m. – 12:00 Noon.)

Opening

Adjustments, Recoupments & Refunds

Exception Processing and Appeals

BRIO - Royalty

Royalty - Valuation

(1:00 p.m. – 4:00 p.m.)

Federal Valuation & Sales Type Codes

Indian Valuation & Sales Type Codes

2007 OIL & GAS REPORTER TRAINING

Houston, Texas

Tuesday, April 24

Onshore/Offshore Production

(8:00 a.m. – 11:30 a.m.)

Opening

MRM Overview Reporting Principles

Reference and Well Confirmation Reports

Oil and Gas Operations Report (OGOR)
(Form MMS-4054)

OGOR Examples

OGOR Confirmation Reports

Modify/Replace Reporting (OGOR)

Facility/Measurement Point (FMP)

Flash Gas/Retrograde

Production Allocation Schedule Report (PASR)

Modify/Replace Reporting (PASR)

BRIO - Production

Royalty - Basic

(1:00 p.m. – 4:00 p.m.)

Leases and Agreements

Basic Reporting Principles

Commonly Used Transaction Codes

Wednesday, April 25

Royalty - Advanced

(8:00 a.m. – 11:30 a.m.)

Opening

Adjustments, Recoupments & Refunds

Exception Processing and Appeals

BRIO - Royalty

Royalty - Valuation

(1:00 p.m. – 4:00 p.m.)

Federal Valuation & Sales Type Codes

Indian Valuation & Sales Type Codes

2007 OIL & GAS REPORTER TRAINING

Houston, Texas

Thursday, April 26

Onshore/Offshore Production

(8:00 a.m. – 11:30 a.m.)

Opening

MRM Overview Reporting Principles

Reference and Well Confirmation Reports

Oil and Gas Operations Report (OGOR)
(Form MMS-4054)

OGOR Examples

OGOR Confirmation Reports

Modify/Replace Reporting (OGOR)

Facility/Measurement Point (FMP)

Flash Gas/Retrograde

Production Allocation Schedule Report (PASR)

Modify/Replace Reporting (PASR)

BRIO - Production

Royalty - Basic

(1:00 p.m. – 4:00 p.m.)

Leases and Agreements

Basic Reporting Principles

Commonly Used Transaction Codes

Friday, April 27

Royalty - Advanced

(8:00 a.m. – 11:30 a.m.)

Opening

Adjustments, Recoupments & Refunds

Exception Processing and Appeals

BRIO - Royalty

Royalty – Valuation

(1:00 p.m. – 4:00 p.m.)

Federal Valuation & Sales Type Codes

Indian Valuation & Sales Type Codes