



United States Department of the Interior



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

AUG - 2 2007

Dear Reporter:

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

Denver, Colorado:

Dates:	September 18	Oil and Gas Operations Report, Onshore (OGOR) (Form MMS-4054)
	September 19-20	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 by August 31, 2007, and request the MMS room block rate (Group Code MII17A).

Houston, Texas:

Dates:	October 16	Oil and Gas Operations Report, Onshore and Offshore (OGOR) (Form MMS-4054), and Production Allocation Schedule Report (PASR) (Form MMS-4058)
	October 17-18	Report of Sales and Royalty Remittance (Form MMS-2014)
Location:	Crown Plaza 425 N. Sam Houston Pkwy E. Houston, TX 77060	

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IN AMERICA 

Dear Reporter

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The Crown Plaza will provide a group room rate of \$129 per night to attendees. In order to receive this rate you must call the hotel reservations department at 1-800-227-6963 by September 25, 2007, and request the MMS room block rate.

Seminar Registration

Please register for the session you wish to attend by sending an email to Reporter.Training@mms.gov. Please provide your name, company, payor code or operator number (optional), phone number, and the 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. An Auto Reply email will be sent when your registration request is received.

If you do not have Internet access, you can register by calling 1-800-525-0309, extension 13511. Please provide your name, company, payor code or operator number, phone number, and the 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:

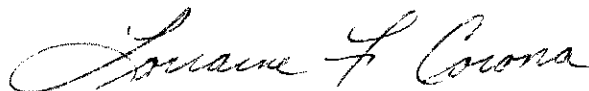
Denver, CO – COB Friday, September 7, 2007

Houston, TX – COB Friday, October 5, 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,



Lorraine F. Corona
Manager, Reporting Services

Enclosure

Fall 2007 OIL & GAS REPORTER TRAINING

Denver, Colorado

Tuesday, September 18

Onshore Production

(8:30 a.m. - 11:30 a.m.)

Opening

MRM Overview Reporting Principles

Reference/Well Confirmation Reports

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

OGOR Examples

Onshore Production cont.

(1:00 p.m. - 4:00 p.m.)

Portal (formerly known as BRIO) - Production

OGOR Confirmation Reports

Modify/Replace Reporting (OGOR)

Electronic Reporting

Wednesday, September 19

Royalty - Basic

(8:30 a.m. - 11:30 a.m.)

Opening

Leases and Agreements

Basic Reporting Principles

Commonly Used Transaction Codes

Royalty - Advanced

(1:00 p.m. - 4:00 p.m.)

Deep Water Royalty Relief

Adjustments, Recoupments & Refunds

Exception Processing & Appeals

Portal (formerly known as BRIO) - Royalty

Thursday, September 20

Royalty - Valuation

(8:30 a.m. - 11:30 a.m.)

Federal Valuation & Sales Type Codes

Indian Valuation & Sales Type Codes

Fall 2007 OIL & GAS REPORTER TRAINING

Houston, TX

Tuesday, October 16

Onshore and Offshore Production

(8:30 a.m. - 11:30 a.m.)

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)

Onshore & Offshore Production cont.

(1:00 p.m. - 4:00 p.m.)

Portal (formerly known as BRIO) - Production

Facility/Measurement Point (FMP)

Flash Gas/Retrograde

Production Allocation Schedule Report (PASR)

Modify/Replace PASR

Deep Water Royalty Relief

Wednesday, October 17

Royalty - Basic

(8:30 a.m. - 11:30 a.m.)

Opening

Leases and Agreements

Basic Reporting Principles

Commonly Used Transaction Codes

Royalty - Advanced

(1:00 p.m. - 4:00 p.m.)

Deep Water Royalty Relief

Adjustments, Recoupments & Refunds

Exception Processing & Appeals

Portal (formerly known as BRIO) - Royalty

Thursday, October 18

Royalty - Valuation

(8:30 a.m. - 11:30 a.m.)

Federal Valuation & Sales Type Codes

Indian Valuation & Sales Type Codes