Addressee of Record Designation for Service of Official Correspondence
Form ONRR-4444
Please see the Instructions for Form ONRR-4444 in a separate document.

☐ New    ☐ Modification    Effective Date: __________________________

Company Name: ________________________________________________________

Payor Code or Operator Number: __________________________

Please mark the correspondence type(s) with which the address below is being associated:

☐ Royalty Reporting (Forms MMS-2014)    ☐ Production Reporting (Forms MMS-4054/4058)
☐ Solid Minerals (P&R) Reports    ☐ Audit and compliance correspondence
☐ Rental courtesy notices    ☐ Enforcement notices
☐ Invoices: Financial terms (FIN)    ☐ Invoices: Rights of Way/Use and Easement (ROW/RUE)
☐ Invoices: Indian overrecoupment (IOR)    ☐ Invoices: Interest (INT)
☐ Inspection Fees, Rigs
☐ Inspection Fees, Fixed

Address of Record (for the function(s) checked above):

Line 1: ___________________________________________________________________

Line 2: ___________________________________________________________________

City: _______________    State: _______________    Zip: _______________

Person to contact as Addressee of Record: ______________________________________

and/or

Title of position designated as Addressee of Record: _______________________________

Phone: ___________________    Ext: _______________    Fax: ___________________

E-mail Address: ______________________________________________________________

Print the name and title of company official making Addressee designation: __________________________

Signature: __________________________

Date: __________________________

Print Form