Dear Payor:

This is to inform you of changes to the Minerals Management Service (MMS) exception invoices which payors may begin receiving in February 1992. These changes are a result of conversion to our new Auditing and Financial System (AFS) for royalty accounting.

Formerly, we issued invoices under two document types: FBIL for audit invoices and BILL for all other invoice types. Under the new AFS, we will issue separate invoices for each of several document types reflecting various assessment categories. Some of the current document types are:

- **BILL**: Manual assessments (e.g., erroneous reporting assessments)
- **CBIL**: Indian overrecoupment assessments
- **FBIL**: Audit assessments (no change)
- **GBIL**: Federal interest charges (late-payment/insufficient estimate)
- **IBIL**: Indian interest charges (late-payment/insufficient estimate)
- **JBIL**: Improper royalty adjustment
- **LBIL**: Late-reporting assessments

Assessment lines on the new invoices are now sorted first by reference document identification (REF DOC ID) and then in lease number order. This enhancement will assist a payor in comparing assessment lines to original reports or to an invoice that was paid late.

The new invoice format is similar to the old format. Additional fields, however, have been added to assist a payor in researching invoices:

- **LINE NUM**: Replaces ASSESS NUM field on past invoices (for internal purposes only)
- **RCPT DATE**: MMS receipt date of Form MMS-2014/4014
- **PAYOR LINE**: Line number on Form MMS-2014/4014
- **EST**: "Y" if a payor has established an estimate for a lease, "N" if no estimate exists for that lease
- **PYMT DATE**: MMS receipt date of payment
- **CALC**: "S" for simple interest method, "C" for compound interest method

Some of the new fields are not applicable to all invoice types. For example, a payment receipt date is not applicable for determining a late-reporting assessment. Therefore, an invoice may have a field heading with either no information or zeroes appearing in the column.
Dear Payor

Also, during the transition period, you may receive some invoices that include applicable field headings, but with either no information or zeroes appearing in the column. This is because the data for these fields was not stored in the old AFS system for transfer to the new AFS system. When we complete issuing invoices based on royalty information received prior to February 1992, the invoices will be consistent.

The description (DESC) field that appeared on past invoices, showing abbreviated explanations of the assessment type for each invoice line, now appears once at the beginning of the related assessment group. The description of the assessment type is now more complete than under the old invoice format.

As you begin receiving new MMS invoices, please read the accompanying Demand Letter for a detailed explanation and call the telephone number referenced in that letter for further assistance. We appreciate your cooperation during our transition to the new system.

Sincerely,

James R. Detlefs
Chief, Fiscal Accounting Division