



Resource Revenue and Operations  
PNG Tenure Operations Branch  
Petroleum Plaza - North Tower  
9945 - 108 Street  
Edmonton, Alberta  
Canada T5K 2G6

Date: October 17, 2018

## **MINERAL RIGHTS INFORMATION BULLETIN 2018-03**

### **SUBJECT: Petroleum & Natural Gas (PNG) Tenure Payments in the Event of a Postal Strike**

In the event of a postal strike, all PNG Tenure payments are required by their respective due dates. To facilitate this, there are multiple payment options available:

#### **1. Electronic Funds Transfer (EFT) to the account of the Government of Alberta**

Bank Name: CIBC (Canadian Imperial Bank of Commerce)  
Beneficiary Name: PT-Mineral Revenue Account  
Bank Address: 10102 Jasper Avenue Edmonton, Alberta T5J 1W5  
Bank No.: 010  
Swift Code: CIBCCATT  
Transit No.: 00059  
Account No.: 00-54305

#### **2. Auto Debit Authorization for Mineral/Surface Monthly Statements**

Alberta Energy offers clients the option of Auto-Debit remittance when making payments. Clients interested in the Auto-Debit payment option may consult with Alberta Energy Financial Services Branch for set up procedures. See "ETS Manuals>Monthly Statements" for details. <https://www.energy.alberta.ca/AU/Services/Pages/Manuals.aspx>.

For Mineral Statements the [Auto Debit Authorization](#) must be completed and sent to Financial Services.

For Surface Statements the [Monthly Statement Agreement](#) must be completed and sent to Financial Services.

Please note: auto debit set up requests for payments required on the 15th of the month, must be received no later than the 8th of that particular month to allow time for processing.

#### **3. Preauthorized Debit for charges are due at month end**

In order to be set up the following agreement must be completed. [Preauthorized Debit Agreement](#). Page 6 of the agreement must indicate the activities to be auto debited per statement of account or by faxing the information to Alberta Energy Financial Services on company letterhead.

#### **4. Payment by cheque using the Calgary or Edmonton office**

Clients may drop off their payments at our Calgary office:  
Alberta Energy  
Calgary Information Centre AMEC Building  
300, 801 – 6th Avenue SW  
Calgary, Alberta, T2P 3W2

Clients may drop off their payments at our Edmonton office:

Alberta Energy  
2<sup>nd</sup> Floor North Petroleum Plaza  
9945 – 108 Street  
Edmonton, Alberta T5K 2G8

**5. Deposit payment at designated CIBC Branches (RapidTrans Deposit Slip)**

Clients can deposit the payment at two designated CIBC branches in Calgary (Bow Valley Square 2 and Bankers Hall). A RapidTrans Deposit Slip is required for this method of payment. RapidTrans Deposit Slips can be obtained from Alberta Energy offices.

If a client has a CIBC bank account number for RapidTrans, deposit the payment into that account. If a client does not have its own CIBC bank account number for RapidTrans, deposit the payment into the generic bank account: Transit 00009 Account 09-35603.

**Refunds**

In order for a client to receive a refund via EFT, the attached Direct Deposit form must be completed. Please return the completed form via email to [energy.rentals@gov.ab.ca](mailto:energy.rentals@gov.ab.ca) and include "Direct Deposit Application for Refund" in the subject line.

**Assistance with Remittances**

For assistance with payment options and/or remittances, contact Alberta Energy Financial Services Branch at (780) 427-8857 or (780) 427-3600. Additional copies of the RapidTrans Deposit Slips are available at the Alberta Energy Calgary Information Centre.

Remittances are to be sent once the deposit/wire has been made. Information must include invoice reference numbers, account numbers, lease numbers and **dollar** amounts.

ie: G94 account # \$ .00

Fax Number: **(780) 422-4281**

Fax Recipient: **Payment Processor/Banking Analyst**

**Or Email to [G94Deposits@gov.ab.ca](mailto:G94Deposits@gov.ab.ca)**

Please note interest charges will not be waived on late payments.

Questions regarding this Information Bulletin may be directed to:

Dennis Stenerson  
Manager, Licence Validation and Rentals  
Phone: (780) 643-6392  
[dennis.stenerson@gov.ab.ca](mailto:dennis.stenerson@gov.ab.ca)

**Contact:** Dennis Stenerson  
Manager, Licence Validation and Rentals

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