October 17, 2018

COAL AND MINERAL DEVELOPMENT INFORMATION BULLETIN 2018-03

Subject: Coal and Mineral Development Tenure Applications and Royalty Payments in the Event of a Postal Strike

In the event of a postal strike, Coal and Mineral Development tenure and royalty clients are advised that payments are required by their respective due dates and mailed applications may experience delays. For coal and mineral business, there are multiple options available to operators:

Recreational Placer Licences
With a postal strike, the only method of acquiring a recreational placer licence will be in person at the Edmonton office. Payment options in person include cash, cheque, and credit card. Please see below for the address.

Tenure applications and royalty reports
We encourage applicants and royalty payors to utilize the Electronic Transfer System to submit applications and report royalties for coal or metallic and industrial minerals. This will avoid delay cause by a mail strike.

Paper applications and royalty reports can also be couriered or hand delivered to the Edmonton office. Please see below for the address.

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

Pre-authorized Automatic Debit Remittance (Auto-Debit):
Auto-Debit requires remittance on or before the 5th last working day of the month. However, operators who are interested in the Auto-Debit payment option can consult with Alberta Energy Financial Services Branch for set up procedures. See Assistance with Remittance for details.
In order to set up for preauthorized debit, the agreement (link below) must be completed and sent to Alberta Energy Financial Services:
https://www.energy.alberta.ca/AU/Services/Documents/FR_Preauthorized_Debit_Contract.docm

Pay by cheque (hand delivered) to Edmonton or Calgary office:

<table>
<thead>
<tr>
<th>Location</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edmonton Office</td>
<td>Calgary Office</td>
</tr>
<tr>
<td>Alberta Energy</td>
<td>Calgary Information Centre</td>
</tr>
<tr>
<td>North Petroleum Plaza</td>
<td>AMEC Building</td>
</tr>
<tr>
<td>9945-108 Street NW</td>
<td>300, 801 – 6 Avenue SW</td>
</tr>
<tr>
<td>Edmonton, Alberta</td>
<td>Calgary, Alberta</td>
</tr>
</tbody>
</table>

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. See Assistance with Remittances for details.

If the client has a CIBC bank account number for RapidTrans, they can deposit the payment into that account. If the client does not have its own CIBC bank account number for RapidTrans, they can deposit the payment into the generic bank account:
Transit No. 00009, Account No. 09-35603.

Refunds:
In order for an operator to receive a refund via Electronic Funds Transfer, a Direct Deposit form will need to be completed (attached). Please send the completed form to Alberta Energy Financial Services Branch via email to G94deposit@gov.ab.ca and include “Direct Deposit Application” in the subject line. See Assistance with Remittance for details.

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

Questions regarding this Information Bulletin may be directed to:

Micheal Moroskat
Director, Coal and Mineral Development
Phone: (780) 638-4034
micheal.moroskat@gov.ab.ca

Authorized by:          Gary Haynes
                       Executive Director
                       Oil Sands Operations Branch
Government of Alberta

Application for Direct Deposit

The information indicated on this form is confidential and will be used solely for the purpose of depositing your payments directly into your bank account. We will not release this information for any other purpose. If you have any questions or concerns, please follow up with your Ministry Contact.

Incomplete forms will not be processed.

INSTRUCTIONS
- This form is not required if you have a PERSONALIZED voided cheque.
- Funds will only be deposited into ONE bank account.
- Funds can only be deposited in the name of the person or company who CURRENTLY receives the cheque from the Ministry.
- This form must be signed by both spouses where both spouses are registered as the payment recipients.
- Please return the signed form to your Ministry Contact for processing.

Part 1
Party Authorized to Receive Payment

See sample cheque below to complete the following information:

A. Name of Account Holder

<table>
<thead>
<tr>
<th>Last Name/Company Name</th>
<th>First Name</th>
<th>Middle Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Address                  City/Town

Province                 Postal Code                 Telephone Number (include area code)

I authorize the Province of Alberta to make all payments due to me by deposit to the above account. Payment shall continue until I advise you of any change.

Signed                     Dated                     Signed (if joint account) | Dated

Part 2
Bank Information

B. Name of Bank

C. Bank Address

Type of Account (please check one):  D. Bank Transit/Branch Number  E. Bank Number  F. Account Number

Financial Institution Officer’s Signature  Telephone Number  Dated

Sample of Personalized Cheque

Please return the signed form to your Ministry Contact for processing.