

June 27, 2016

## OIL SANDS INFORMATION BULLETIN 2016-04

### Subject: Oil Sands Royalty Payments in the Event of a Postal Strike

In the event of a postal strike, oil sands royalty operators are advised that royalty payments are required by the specified due dates pursuant to the Oil Sands Royalty Regulation, 2009 (OSRR'09). To facilitate this, there are multiple payment options available to operators:

#### 1. 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, deposit the payment into that account. If the 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.

#### 2. 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

### **3. Pre-authorized Automatic Debit Remittance (Auto-Debit)**

Auto-Debit requires remittance on or before the 5th last working day of the month. As such, Auto-Debit may not be a viable payment option for oil sands Crown royalty as operators may not know the oil sands Crown royalty payable by this date for this payment option. 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 Remittances” for details.

In order to set up for preauthorized debit, the agreement (link below) must be completed and sent to DOE Financial Services:

[http://www.energy.alberta.ca/Org/docs/FR\\_Preauthorized\\_Debit\\_Contract.docm](http://www.energy.alberta.ca/Org/docs/FR_Preauthorized_Debit_Contract.docm)

### **4. Pay by cheque to the Calgary office**

Operators may pay by cheque directly to the Calgary office:

Alberta Energy  
Calgary Information Centre AMEC Building  
300, 801 – 6th Avenue SW  
Calgary, Alberta, T2P 3W2

### **Refunds**

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

### **Assistance with Remittances**

For assistance with payment options and/or remittances, contact the 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.

Please refer to IB 2015-01 “Oil Sands Crown Royalty Payments and Payment Allocation Details” for further details. Please note interest charges will not be waived on late payments.

Questions regarding this Information Bulletin may be directed to:

Margaret-Anne Huynh  
Manager, Royalty Administration  
Phone: (780) 644-1755  
[Margaret-Anne.Huynh@gov.ab.ca](mailto:Margaret-Anne.Huynh@gov.ab.ca)

**Authorized by:** Larry Ziegenhagel  
Executive Director  
Operations Branch  
Oil Sands Division