

# FUNDAMENTALS OF TITLES, DEEDS, CONVEYANCES AND LEASES

The essence of the land department of oil and gas companies is the determination of ownership. As you know, ownership of oil, gas and other minerals, determine who has the right to drill and, after production, who is entitled to payment.

This two-day nuts-and bolts course will give you the basics in determining land titles and the ownership of the mineral interests; plus acquaint you with the fundamentals of the acquisition and development of oil and gas properties.

If you are involved in such matters as title work, lease purchasing, negotiation and preparation of contracts, farmout agreements, surface damage agreements, lease administration and the 1001 other issues that are involved in the drilling and management of wells . . . **you will benefit from attending this course.**

## Your Instructor

**Timothy C. Dowd** is an attorney with Elias, Books, Brown & Nelson, in Oklahoma City. His primary area of practice is oil and gas law, including the rendering of title opinions and drafting of industry contracts.

Mr. Dowd is the past president of the Oklahoma City Mineral Lawyers Society and former Chairperson of the Oklahoma Bar Association Mineral Law Section. He is also a member of the Legal Committee of the Interstate Oil and Gas Compact Commission and the Advisory Council to the Marginal Well Commission of Oklahoma.

He is also the author of the chapter on Oil and Gas Titles in West Publishing Company's Oklahoma Real Estate Forms and Practice; plus many articles including *Clearing Title of Long-Lost Mineral Owners* (54 Rocky Mountain Mineral Law Institute 30-1-2008) and *Preferential Rights to Purchase in Oil and Gas Transactions* (49 Rocky Mountain Mineral Law Institute 5-1-2003).

## Course Outline

### Basic Principles of Land Ownership

#### Three Types of Transfers

- Conveyances
- Heirship and Estate Proceedings
- Judicial Action

#### Land Description

#### Deeds and Conveyances

#### Common Types of Conveyances

- Warranty Deed
- Special Warranty Deed
- Mineral Deed
- Royalty Deed
- Quitclaim Deed
- Mortgages
- Easements
- Oil and Gas Leases
- Assignment of Oil and Gas Leases
- Assignment of Overriding Royalty Interest

#### Types of Deeds

- Warranty, Mineral, and Royalty

#### Types of Ownership

- Sole Ownership
- Tenants in Common
- Joint Tenancy with Right of Survivorship
- Life Estates/Remaindermen

#### Fundamentals of Probate and Estate Proceedings

### Marketable Title v. Acceptable Title

#### Common Title Problems

- Royalty Deed v. Mineral Deed
- Reservation of Mineral Interest/Duhig Rule
- Adverse Possession
- Marital Property
- Superior Title/Mortgages
- Recording Acts/Dueling Oil and Gas Leases, Dueling Interests
- Probate Proceedings v. Affidavit of Death and Heirship
- Tax Deeds

#### Oil and Gas Leases Common Title Problems

- Description
- Shut-in Gas Royalty Clause
- Delay Rentals v. Paid-Up Lease
- Pooling clause
- Pugh Clause
- Royalty Provisions
- Production v. Marketing
- Executive Rights
- Cessation of Production

#### Common Types of Oil and Gas Contracts

- Farmout
- Joint Operating Agreements

Participants will be given selected problems or issues so that they can transfer the knowledge gained into real-world problems.

## Dates, Times, and Locations

The seminar meets from 8:30 a.m. to 4:30 p.m. each day.

### April 26-27, 2016 • Houston, TX

Marriott Westchase Hotel, 2900 Briarpark Drive  
713-978-7400

### September 13-14, 2016 • Denver, CO

Marriott Tech Center, 4900 S. Syracuse St.  
303-779-1100

## Hotel Reservations

If you wish to make overnight accommodations at the seminar site, contact the hotel directly for reservations. Specify you are with The University of Tulsa Titles, Deeds, Conveyances, and Leases seminar for special group rates. To ensure space availability and group rate, reservations must be made one month prior to the seminar date.

## Who Should Attend

- Landmen
- Oil and Gas Attorneys
- Lease Analysts
- Management/Administrative Personnel
- Division Order Analysts
- Paralegals
- Those who have now taken on these duties will benefit from this program.

## You Will Learn . . .

- Learn the basics of land titles, deeds and transferring oil and gas leases.
- Understand and locate pertinent parts of oil and gas leases and assignments.
- Gain the ability to interpret deeds.
- Recognize basic title issues.
- Determine a proper reservation or exception in a deed.
- Learn how to review an oil and gas lease.
- Locate primary parts of an oil and gas lease.
- Learn the important skills to determine change of ownership and who has the right to collect the monetary proceeds from a producing well.
- Understand the basics in determining land titles or the ownership of mineral interests.

## Registration Form (print legibly)

I would like to enroll in:

### Fundamentals of Titles, Deeds, Conveyances and Leases

April 26-27, 2016 • Houston, TX

September 13-14, 2016 • Denver, CO

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ Country \_\_\_\_\_

Participant Phone (\_\_\_\_\_) \_\_\_\_\_

Participant Email \_\_\_\_\_

### ENROLL ONLINE AT [WWW.CESE.UTULSA.EDU](http://WWW.CESE.UTULSA.EDU)

(credit card payments only)

#### Tuition Fee (net U.S. dollars):

\$995 per person - Group Discount

\$1195 per person - Early Enrollment Discount

\$1395 per person - Regular Tuition Fee

#### Method of Payment:

Check enclosed. *Make payable to The University of Tulsa, CESE*

Charge my credit card.

VISA  MasterCard  Discover  Am. Exp.

Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_ CSC Code \_\_\_\_\_

Name on Credit Card \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

#### Contact our office at:

The University of Tulsa, C.E.S.E.

800 South Tucker Drive

Tulsa, OK 74104-3189 USA

**CALL:** 918-631-3088

**EMAIL:** [cese@utulsa.edu](mailto:cese@utulsa.edu)



## It's Easy To Enroll

### 1. Return the registration form to:

The University of Tulsa, Continuing Education for Science & Engineering, 800 S. Tucker Drive, Tulsa, OK 74104-3189

### 2. Call our office: (918) 631-3088

### 3. Fax the form: (918) 631-2154

### 4. Email us: [cese@utulsa.edu](mailto:cese@utulsa.edu)

### 5. Enroll online: [www.cese.utulsa.edu](http://www.cese.utulsa.edu) (credit card payments only)

### 6. Use our QR Code to go directly to our website



**Seminar Fee:** The seminar fee includes all course materials (workbook, exercises, handouts, forms) instruction and daily morning and afternoon break refreshments.

**Early Enrollment Discount:** Available to those enrolling one month before the seminar offering they plan to attend.

**Group Discount:** Available to groups of three or more from the same company attending the same seminar date and location.

**Refunds:** All paid seminar fees will be refunded in the unlikely event the course is canceled. Those who cancel within five working days of the seminar will receive a refund less an administrative fee of \$95. Refunds will not be granted after class has begun or for nonattendance. Substitutions are permitted at any time.

**Accreditation:** This course has been applied for American Association of Professional Landmen RLP and CPL Hours, Continuing Legal Education Hours and CPE Hours in many states. PDHs = 12.5 CEUs - 1.25

## In-Company Presentations

This course taught by Timothy C. Dowd is also offered as an in-company training program. For further information, contact Susan Gates at (918) 631-3150 or email [susan-gates@utulsa.edu](mailto:susan-gates@utulsa.edu).

## Participant Comments

"Great course! Very informative and completely applicable to my position."

- A. Proctor, Geologic Supervisor, Commonwealth of PA - DCNR

"I felt like I learned a lot from this class. I feel more confident in my knowledge of a lease."

- L. Cloud, Division Order Tech, Red Willow Production Co.

"Concise explanation of oil & gas leases and conveyances. Everyone in land should attend."

- S. York, Land Administrator, Calyx Energy, LLC

"I liked working through examples together with situations we see on a daily basis."

- C. Bilski, DOI Analyst, BP America Production

"All landmen entering the oil & gas industry should take this course."

- S. Schoonover, Land Negotiator, Hess Corporation

"A must for anyone who works with oil & gas leases."

- D. Swisher, Geological Scientist, Commonwealth of PA - DCNR

"Excellent course. It was clear and concise for even a non-landman."

- S. Hildreth, Regulatory Compliance Advisor, Linn Operating, Inc.

"I am new to the industry and this (course) was incredibly helpful."

- L. Peterson, Attorney, American Eagle Energy Corp.

"Great overview of the oil and gas lease."

- A. Robins, Land Assistant, Hilcorp Energy Co.

"Through the use of multiple situations, we saw many real-world examples of land related issues."

- G. Leyendecker, SVP & Regional Manager, SM Energy

# Fundamentals of Titles, Deeds, Conveyances and Leases

**APRIL 26-27, 2016  
HOUSTON, TX**

**SEPTEMBER 13-14, 2016  
DENVER, COLORADO**

Instructed by  
**Timothy C. Dowd**



THE UNIVERSITY of  
**TULSA**

*Continuing Education for  
Science & Engineering*