

COMMISSIONERS:

Mary Fallin GOVERNOR • Todd Lamb LT. GOVERNOR • Gary Jones STATE AUDITOR & INSPECTOR • Joy Hofmeister SUPERINTENDENT of PUBLIC INSTRUCTION • Jim Reese COMMISSIONER, STATE BOARD of AGRICULTURE

Dear Lessee:

I will need the following information to begin the process of assigning your lease. Please be specific regarding how the names are to be listed on the assignment. I will need the Certificate of Incorporation and documents showing that you possess the requisite authority to sign on behalf of the corporation.

LEASE #: \_\_\_\_\_ CONTRACT #: \_\_\_\_\_

NAME OF CURRENT LESSEE(s): \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ADDITIONAL LESSEE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

NAME OF ASSIGNEE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

SS# or TAX ID#: \_\_\_\_\_

ADDITIONAL ASSIGNEE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

SS# or TAX ID#: \_\_\_\_\_

Please return the completed form to my attention. Thank you,

Kathy Costello  
405.521.4136  
[clo.agleases@clo.ok.gov](mailto:clo.agleases@clo.ok.gov)