It is imperative that CLO has the name of the current owner of easements on our lands. Easements can be assigned to a new entity for the remainder of their term once the sale or merger is complete. Once you have an effective date and a completed transfer, submit this information to the CLO.

1. Submit the information needed to transfer the easements to marisa.belknap@clo.ok.gov or by mail to:
   Commissioners of the Land Office
   204 N. Robinson, Suite 900
   Oklahoma City, OK 73102

2. The transfer fee varies depending on when the easement was issued. Once you submit your list and documentation, a total of fees will be communicated to you. Payment should be noted that it is for Easement Transfer Fees and sent to our Lockbox:
   Commissioners of the Land Office
   PO Box 248996
   Oklahoma City, OK 73124-8896

3. Once drafted and approved, 2 copies of the assignment(s) will be sent to you for signature. Upon receipt of payment and the signed assignment documents, our Secretary will execute the assignment and an original will be mailed to the Assignee.
   NOTE: CLO does not accept assignment forms from other entities. We have our own consent to assignment document that must be used.
CLOY EASEMENT NO. 1234
CONSENT TO EASEMENT ASSIGNMENT

STATE OF OKLAHOMA  
COUNTY OF OKLAHOMA  

WHEREAS, on July 1, 2009, the Commissioners of the Land Office of the State of Oklahoma entered into an easement with:

ABC Company, 123 Street, City, State, Zip

Covering the following described real estate and premises situated in the County of Oklahoma, State of Oklahoma:

NE/4 SEC 33-2N-3WIM

and containing 123 rods; and

WHEREAS, the original grantee, ABC Company, on July 1, 2012 assigned, set over and transferred to the Assignee, DEF Company.

WHEREAS, the grantee, DEF Company, on July 1, 2019 assigned, set over and transferred to the Assignee, GHI Company.

All right, title and interest in and to the above described easement(s).

By virtue of Section 8 of the Enabling Act and Title 64 of the Oklahoma Statutes, assignments are not valid or confer any right in the Assignee without the CLO’s consent in writing.

NOW, THEREFORE, the Commissioners of the Land Office of the State of Oklahoma do consent to and approve the said assignment of said easement(s) and as part of the consideration for consenting to this assignment and upon the following conditions:

1. The Assignee agrees to not interfere with the CLO, its surface lessee’s, successors and assigns in the exercise of its free and uninterrupted access, use and enjoyment of the premises.

2. The Assignee further agrees interference with the CLO, its surface lessee’s, successors and assigns in the exercise of its free and uninterrupted access, use and enjoyment of the premises shall constitute forfeiture of all its right, title and interest in the property.

3. Upon forfeiture of this agreement, Assignee agrees to remove all of its real and personal property within thirty (30) days from the date of notice of forfeiture.

THIS CONSENT in no way alters the terms and conditions of the easement, except as stated above.

WITNESS our hands and official seal on _________________________________.

COMMISSIONERS OF THE LAND OFFICE
OF THE STATE OF OKLAHOMA

BY: _________________________________

SECRETARY

Agreed and Accepted:

Assignee: GHI Company

Name: _________________________________

Title: _________________________________

Address: 456 Street

City, State Zip

Phone: (405) 555-1234

For Land Office Use Only

No. _________________________________

Volume _________________________________

Recorded ______________________ (Date)

By ____________________________ (Records Clerk)