

## Report Confirmation Page

The Confirmation Report is designed to provide you with an easy and organized way to view all past and current reports, as well as keep them for your records. This Confirmation Report can be constantly updated as changes are made to your reports. You can view and print a Confirmation Report of all past and current UT1, UT2, and UT3 Reports.

### How to View the Confirmation Report:

- Select the Header for which you wish to view a Confirmation Report.
- Once you select a Header, either click the “Get Confirmation” button at the top of the page or right-click on the Header and select “Get Confirmation Report”

The screenshot shows a web interface with a toolbar at the top containing buttons: Save, Validate All, Validate Selected, Validation Errors, Send, Upload CSV, Add Row, Delete, Reverse/Rebook, Reset View, Hotkeys, and Get Confirmation (highlighted in yellow). Below the toolbar is a table titled "UT1 and UT2 Header (1)" with columns: Company Number, Company Name, Status, Production Date, and Product. Rows 44-47 are visible. A context menu is open over row 46, listing options: Add Row, Save, Validate, Validation Errors, Export To CSV, Copy Selected Row(s), and Get Confirmation Report (highlighted in green). Below the table is another table titled "Property Report (2)" with columns: Trace Number, ZERO Report, Status, Sent Date, Lease Number, Lease Name, Permit Number, RRC Number, RRC District, RRC Type, and Unit Number.

- After you select to get the Confirmation Report, a PDF download will begin.

This screenshot shows the "PDF of Confirmation Report" window overlaid on the "Property Report (2)" table. A red arrow points from the "ZERO Report" column header to a yellow download icon in the browser's download bar. The download bar shows a file named "header\_55550\_report.pdf" with a download icon and a "Show all downloads..." link.

- Once you click on the PDF download, your report will then open; displaying the information shown in the images below. These are examples of the UT1, UT2, & UT3 Confirmation Reports.



### UT1 Confirmation

As of 3/26/2015 10:32:56 AM

Counterparty: [REDACTED] COMPANY (0000[REDACTED])

Production Date: 3/2013

Trace Id	Status	Product	Lease	RRC	Permit	District	RRC Type	Unit	Tract	Ending Inventory	Transaction	Royalty Due	Date Sent
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			14.00	Original	\$4,699.00	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			942.00	Rebook	\$327,535.63	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			-14.00	Reverse	-\$4,699.00	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			942.00	Rebook	\$319,402.93	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			-942.00	Reverse	-\$327,535.63	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			269.00	Original	\$4,228.40	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			269.00	Original	\$4,228.40	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Rebook	\$0.00	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			-269.00	Reverse	-\$4,228.40	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			844.00	Original	\$12,143.71	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			486.00	Original	\$8,575.34	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			305.00	Original	\$3,041.57	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			565.00	Original	\$12,293.16	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			278.00	Original	\$7,727.52	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			138.00	Rebook	\$11,483.02	
[REDACTED]	Sent	Oil	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			-278.00	Reverse	-\$7,727.52	

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### UT2 Confirmation

As of 3/26/2015 2:33:07 PM

Counterparty: [REDACTED] COMPANY (C[REDACTED])

Production Date: 3/2013

Trace Id	Status	Product	Lease	RRC	Permit	District	RRC Type	Unit	Tract	Ending Inventory	Transaction	Royalty Due	Date Sent
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$51,319.27	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$407.65	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$407.65	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Rebook	\$0.00	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Reverse	-\$407.65	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$8,935.34	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$790.13	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$2,344.51	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$4,857.29	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$457.60	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$4,694.54	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$1,255.77	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$0.00	
[REDACTED]	Sent	Gas	[REDACTED]	[REDACTED]	[REDACTED]	07C	O			0.00	Original	\$10,054.56	

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**UT3 Confirmation**

As of 3/26/2015 2:34:51 PM

Counterparty: ██████████ COMPANY ██████████

Trace Id: ██████████ Date Sent: 3/5/2014 Sent By: Not Available

Production Date	Product	Your Property#	Lease Number	RRC / Permit #	District	RRC Type	Unit	Tract	Disposition	Oil Amount	Gas Amount
01/2014	Oil		██████████	██████████	07C	O				\$28,578.70	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$20,170.81	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$106,033.86	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$8,614.32	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$1,882.95	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$7,705.81	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$7,998.14	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$8,458.72	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$75,094.32	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$24,653.43	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$6,204.20	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$2,072.95	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$7,753.75	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$6,717.17	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$8,085.81	\$0.00
01/2014	Oil		██████████	██████████	07C	O				\$5,374.05	\$0.00

- Once you have your Confirmation Report(s), you have the ability to save for your records and/or print using standard Adobe save and print functionality.