

3A

3A

April 8, 1994

Meeting Notice

Avalon Field Owners:

The Avalon Field "Report of the Technical Committee for the Working Interest Owners", dated August, 1992 has been approved.

On April 26 we will host a meeting to distribute and review the proposed Avalon Field Unit Agreement (UA) and Unit Operating Agreement (UOA). It is important that you attend in that we will review the field unitization plans which include:

- Participation Formula & Percentages
- Current Development Plan
- UOA/UA

An agenda is provided as Attachment I. A subsequent meeting will be held 4 to 6 weeks later for you to review your written comments/suggested changes with the same group.

Please RSVP your plans to attend the April 26 meeting by returning Attachment II. A map to the meeting location is included as Attachment III. I look forward to meeting those of you who can attend. Should you have questions prior to meeting, feel free to call me at (915) 688-7841 or Gil Beuhler (915) 688-7849.

Sincerely,



Ronald E. Mayhew  
Avalon Project Manager

REM/nh  
Attachments

## Attachment II: RSVP for Avalon Meeting

Mail to:

Ron Mayhew, EOR Projects Manager  
Exxon Co., USA, ML#4  
P.O. Box 3116  
Midland, Tx 79702-3116

or Express Mail to:

Building CDA #245  
23 Desta Drive  
Midland, Tx 79705

or Fax to: (915) 688-7847

Check one box below and return to Ron Mayhew:

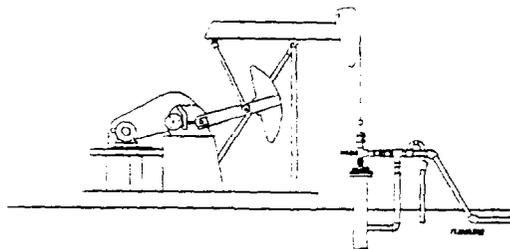
- We will have \_\_\_ persons attending. Provide any dietary concerns we need to address: \_\_\_\_\_
- We will not have anyone attending the April meeting, but plan to attend the subsequent meeting.
- We will not attend either meeting.
- Please mail me a copy of the 2 volume Technical Report, Avalon Field "*Report of the Technical Committee for the Working Interest Owners*", dated August, 1992

Contact Person: \_\_\_\_\_  
phone: \_\_\_\_\_  
fax: \_\_\_\_\_

Company Name & Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Attachment I: Meeting Agenda



**Topic:** Proposed Avalon Field Unit

**Date:** Tuesday, April 26, 1994

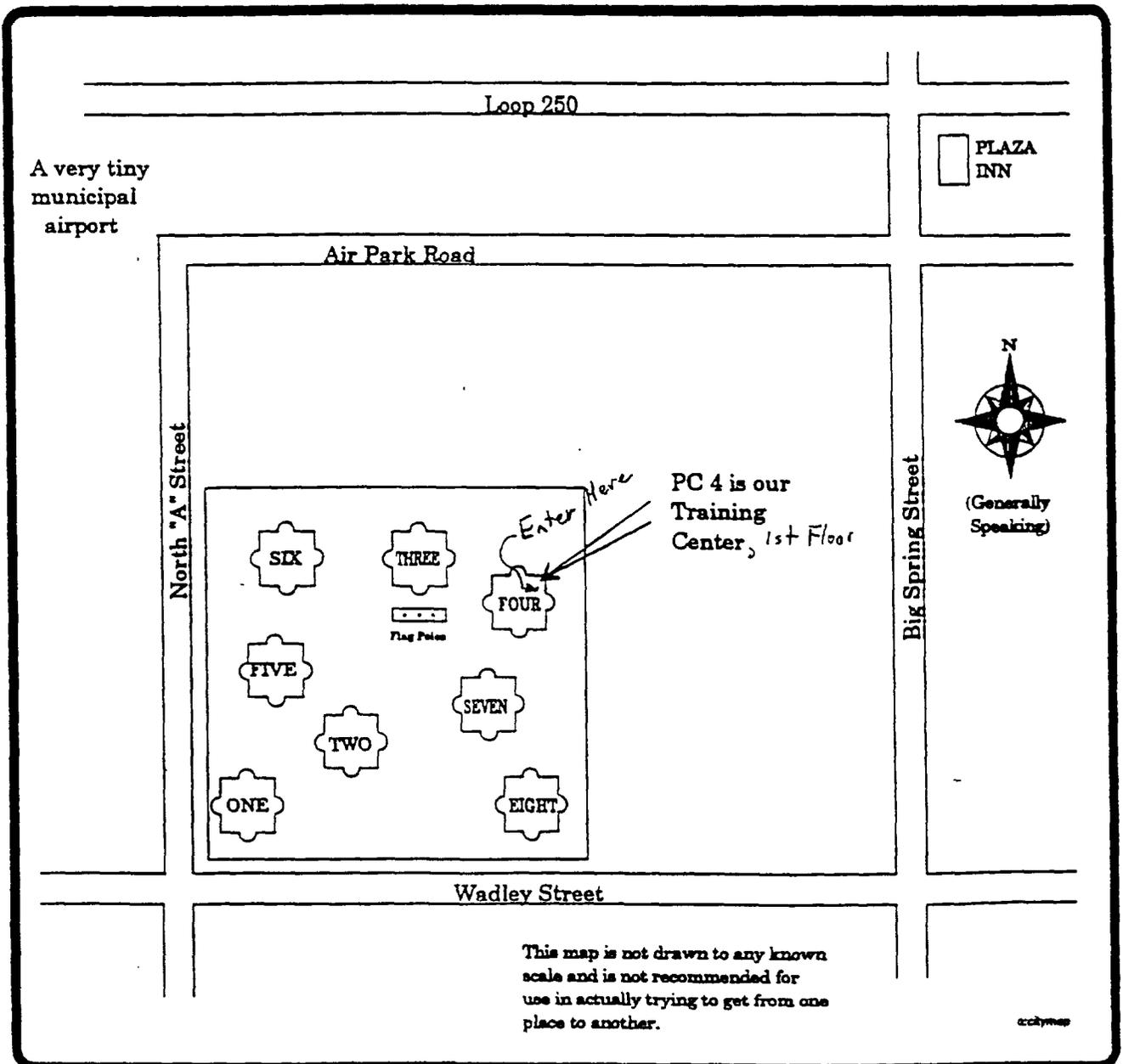
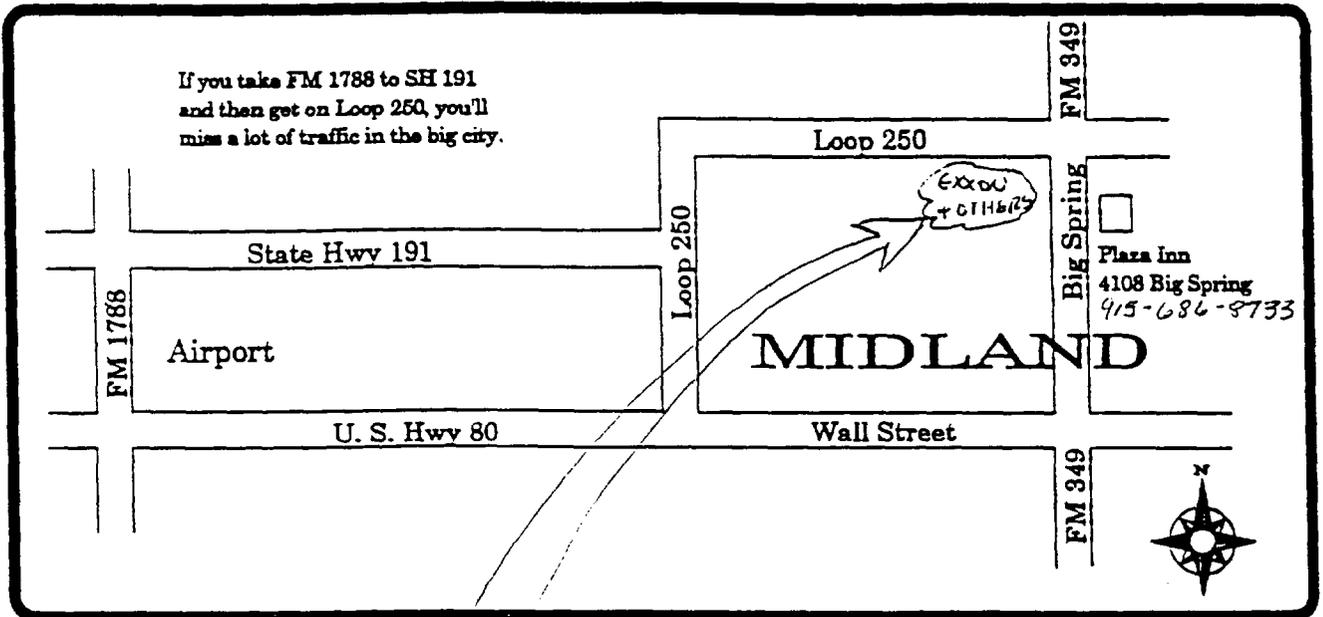
**Location:** Exxon Building PC #4 Training Room, 3300 N. A St. Midland, Tx

**Purpose:** Provide potential Working Interest Owners of the Avalon Unit with a recommended Unit Agreement and Unit Operating Agreement

<b>Desired Outcomes:</b>	
1.	Attendees understand significant aspects of proposed Unit and how they affect the proposed agreements
2.	Attendees understand what they will & will not be bound to by approving UA/UOA

<b>Steps</b>	<b>Methods/Presenter</b>	<b>Min.</b>	<b>Time</b>
Introduction	Welcome/ Ron Mayhew opens & Attendees introduce selves	5	10:00 am
Agenda Review	Ron Mayhew	5	10:05 am
Exxon Role & Interest	Ron Mayhew presents, group asks for clarifications	10	10:10 am
Overview of Proposed Project and Participation Formula	Gil Beuhler presents, group asks questions at end of each section	45	10:20 am
Unit Agreement	Joe Thomas presents, clarifying questions asked at end of each article	45	11:05 am
Lunch	Provided onsite	30	11:50 am
Unit Operating Agreement	Joe Thomas presents, clarifying questions asked at end of each article	90	12:20 pm
Current Development Plan/Ongoing Optimization		20	1:50 pm
Next Steps/Meeting; Exxon Contacts	Ron Mayhew presents	15	2:10 pm
Adjourn			2:25 pm

# ATTACHMENT III



This map is not drawn to any known scale and is not recommended for use in actually trying to get from one place to another.