

Frequently Asked Questions

Bulletin 2017-11: 2017 AER Administration Fees (Industry Levy)

April 2017

Q1. When are the administration fees due?

A1. May 19, 2017.

Q2. What are the administration fees for?

A2. The administration fees support the AER's operations. The fees are allocated according to industry sector—oil and gas, oil sands, and coal—and are based on the AER's operational requirements for the specific sector.

Q3. Who is responsible for paying the administration fees?

A3. The invoice is sent to the operator of a facility (well, oil sands scheme, or coal mine) as of December 31, 2016, and is payable by that operator. If the operator fails to pay the fee, the licensee is responsible for paying the invoiced amount and any assessed penalty.

Q4. Who is responsible if wells or facilities were sold after December 31, 2016?

A4. The operator on record as of December 31, 2016, is responsible for paying the 2017 administration fee, even if the wells or facilities were sold after that date.

Q5. Where can I get a copy of my invoice?

A5. Invoices will be mailed out on April 19, 2017, and addressed to the chief financial officer or controller. To request an extra copy or electronic version of your invoice, please contact Puneet Wadhwa at 403-297-2201 or [adminfeecoordinator@aer.ca](mailto:adminfeecoordinator@ aer.ca).

Q6. Can I pay by credit card?

A6. The AER does not accept credit cards for payment of administration fees. Cheques are the only method of payment accepted.

Q7. Will I be charged a penalty if I do not pay the invoice by the due date?

A7. Payments are due May 19, 2017. A late-payment penalty of 20 per cent will be charged on the portion of the AER administration fee that remains unpaid after May 19, 2017.

Q8. Will I be charged a penalty if I do not pay the Alberta Upstream Petroleum Research Fund (AUPRF) contribution?

A8. Payment of the AUPRF contribution is voluntary, and no penalty will be charged if it is not paid.

Q9. What if I disagree with details on my invoice?

A9. Any disagreements can be directed to

Anila Kaceli
Team Lead, Revenue & Cash Management
Finance Branch
Alberta Energy Regulator

Suite 1000, 250 – 5 Street SW
Calgary, AB T2P 0R4
Telephone: 403-297-6985
Email: anila.kaceli@aer.ca

Q10. How do I appeal the administration fees?

A10. Any appeal must be made in writing (faxes are not acceptable) to

Tom Heywood, CA
Vice President of Finance & Chief Financial Officer
Finance Branch
Alberta Energy Regulator

Suite 1000, 250 – 5 Street SW
Calgary, AB T2P 0R4
Telephone: 403-297-2133
Email: tom.heywood@aer.ca

Payment of all invoices is required by May 19, 2017, regardless of whether an appeal has been filed. Following a decision on the appeal, adjustments will be applied as needed.

Q11. Who can I contact about the AUPRF?

A11. For additional information or if you have questions, please contact

Tannis Such

Petroleum Technology Alliance of Canada

Telephone: 403-218-7703

Email: tsuch@ptac.org