

June 21, 2017

Dear Industry Client:

RE: Public Works Confirmation

Surface Materials Lease holders reporting volumes used for public works within the specified reporting period are required to submit the Public Works Confirmation Form with annual returns. Public work volumes will not be accepted in the electronic return forms if the confirmation form is not attached. Failure to submit confirmation forms within the reporting period will result in royalty rates being charged for all volume reported. Confirmation of public works is required to ensure that proper documentation is received in a timely manner and royalties derived from aggregate resources are accurately reported. The Public Works Confirmation Form is the only acceptable form to confirm the reported public work volumes.

No royalty is payable on properly reported public works surface material. Royalty exempt public works surface material is material supplied free of charge and is (a) required by the Government, or (b) used in the construction or maintenance of a public work owned by the Government, city or municipality. **“Supplied free of charge”, means the customer is not being charged for the unprocessed surface material.**

To qualify for public works exemptions, holders must have documented proof that the surface materials were supplied free of charge, and used for construction and maintenance of public works.

Thank you for your cooperation and attention to this important matter. If you have any questions or concerns, please contact Jane Fletcher at (780) 415-4672, or Brenda Huxley at (780) 415-4664.

Sincerely,

Original Signed by:

Corinne Kristensen
Senior Manager
Environmental Assessment, Approvals and Dispositions



Provincial Programs Branch
Provincial Approvals Section

Attention: To whom it may concern

RE: Royalty Exempt Surface Material Supplied For Public Works

Environment and Parks (AEP) requires all Surface Material Lease (SML) holders to submit an annual return and pay royalties for aggregate material removed from a surface material lease on public land. Under Section 115 of the *Public Lands Administration Regulation*, aggregate removed from the land under the SML will be regarded as royalty exempt if supplied free of charge and (a) used by the Government of Alberta, or (b) used in the construction or maintenance of a public work owned by the province or a municipality in Alberta.

To support royalty exemption and non payment of royalties, the SML holder must provide AEP with the information specified in the Public Works Confirmation Form below.

- Section A should be completed by the SML holder.
- Section B **must** be signed by a duly authorized representative of the government agency confirming receipt of the royalty exempt material.

Note: It is the SML holder’s responsibility to submit the completed public work confirmation form to AEP, along with the associated Surface Material Annual Return.

Public Works Confirmation Form

Section A			
Customer Name		SML Holder (Name)	
Telephone #		Telephone #	
Fax#		Fax#	
Project/Contract		SML#	
Reporting Period: January 1, 20____ to December 31, 20_____			
Aggregate Material Extracted	Jan 1 – Mar 31	Apr 1 – Dec 31	Total
Gravel (cubic yards)			
Sand (cubic yards)			
Clay (cubic yards)			
Section B			
Declaration: I hereby acknowledge that _____ (state name of government agency) received the surface material described above.			
Print Name			
Signature			
Title			
Date			