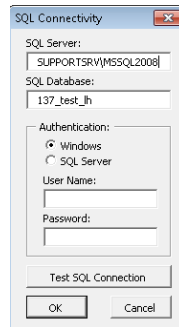


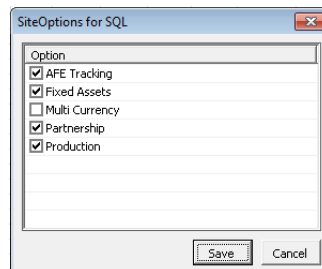
## Lease Operating Expense Report Instructions

The Lease\_Operating\_Expenses\_(LOE)\_Report\_Dec10.xls file is used to create an excel report that will provide inception to date totals for selected wells and companies based on parameters input at the time the report is run. The report assumes a fiscal year end month of 12. In order to use this report, a Line Financial Format and any Well or Company batches needed must be set up in the *OGwin* prior to running. Use the following instructions to run this report.

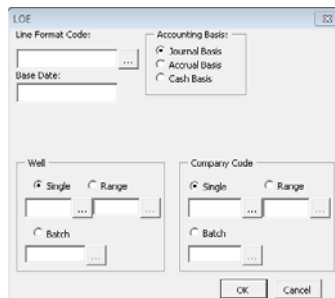
1. Make sure that the OGSQlai.xla file is in the same folder as the custom report.
2. Go to Macro and select ChangeSQLSettings and click Run.



3. Enter the server and database name and fill in any other applicable settings.
4. Click Test SQL Connection to verify that all data is correct. Once correct, click OK
5. Go to Macro and select ChangeSiteOptions and click Run



6. Place a check next to each option that is currently active in the *OGwin* system and click Save.
7. Go to Macro and select RunLOE.



8. Enter or click the scan button to select the Line Format Code for the report
9. Enter the Base Date for the report
10. Choose the accounting basis for the report by clicking the radio button next to Journal Basis, Accrual Basis or Cash Basis.
11. In the Well area, choose one of the radio buttons, Single, Range or Batch.

12. Enter or click the scan button and select the needed well, range of wells or batch of wells. Batches of Wells should be set up in OGwin prior to running the report.
13. In the Company Code area, choose one of the radio buttons, Single, Range or Batch.
14. Enter or click the scan button and select the needed company, range of companies or batch of companies. Batches of Companies should be set up in OGwin prior to running the report.
15. Click OK when all fields are accurate

Below is an example of the report:

	Oct-08	Nov-08	Dec-08	Jan-09	Feb-09	Mar-09	Apr-09	May-09	Jun-09	Jul-09	Aug-09	Sep-09	YTD
4 - GROSS AMOUNT (EPS)-													
5 - PRODUCTION -													
6 OIL BARRELS	86,000.00	86,000.00	86,000.00	79.33	0.00	0.00	0.00	48,894.82	0.00	0.00	0.00	48,773.15	346,428.15
7 GAS MCF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8 OIL REVENUE	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	\$5,555.56	\$0.00	\$0.00	\$0.00	\$504,175.44	\$0.00	\$0.00	\$0.00	\$0.00	\$4,482,265.46
9 GAS REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10 TOTAL REVENUE	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	\$5,555.56	\$0.00	\$0.00	\$0.00	\$504,175.44	\$0.00	\$0.00	\$0.00	\$0.00	\$4,482,265.46
11 - OPERATING EXPENSES -													
12 PRODUCTION LABORS	\$0.00	\$0.00	\$0.00	\$20.21	\$0.00	\$0.00	\$0.00	\$22,383.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,411.21
13 LEASE OPERATING EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$100.00	\$0.00	\$0.00	\$0.00	\$551,442.42
14 AD VALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15 WORKOVERRIDE EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16 TOTAL OPERATING EXPENSES	\$0.00	\$0.00	\$0.00	\$20.21	\$0.00	\$0.00	\$0.00	\$22,833.00	\$100.00	\$0.00	\$0.00	\$0.00	\$174,497.97
17 - CAPITAL COSTS -													
18 LEASEHOLD COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19 EC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,097.29
20 EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,974.00
21 TOTAL CAPITAL COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,071.29
22 - COMPANY'S SHARE -													
23 PRODUCTION -													
24 OIL BARRELS	3,397.00	3,397.00	3,397.00	19.58	0.00	0.00	0.00	3,644.44	0.00	0.00	0.00	0.00	21,031.50
25 GAS MCF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26 OIL REVENUE	\$47,400.00	\$47,400.00	\$47,400.00	\$1,398.89	\$0.00	\$0.00	\$0.00	\$47,274.93	\$0.00	\$0.00	\$0.00	\$0.00	\$48,913.81
27 GAS REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28 TOTAL REVENUE	\$47,400.00	\$47,400.00	\$47,400.00	\$1,398.89	\$0.00	\$0.00	\$0.00	\$47,274.93	\$0.00	\$0.00	\$0.00	\$0.00	\$48,913.81
29 - OPERATING EXPENSES -													
30 PRODUCTION LABORS	\$0.00	\$0.00	\$0.00	\$7.05	\$0.00	\$0.00	\$0.00	\$979.64	\$0.00	\$0.00	\$0.00	\$0.00	\$986.69
31 LEASE OPERATING EXPENSES	\$0.00	\$0.00	\$0.00	\$5.40	\$0.00	\$0.00	\$0.00	\$23.12	\$2.70	\$0.00	\$0.00	\$0.00	\$24,202.70
32 AD VALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
33 WORKOVERRIDE EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
34 TOTAL OPERATING EXPENSES	\$0.00	\$0.00	\$0.00	\$12.45	\$0.00	\$0.00	\$0.00	\$979.64	\$23.12	\$2.70	\$0.00	\$0.00	\$1,022.49
35 LEASEHOLD COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
36 EC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,339.39
37 EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$277.70
38 TOTAL CAPITAL COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,627.09
39 OPER. COSTS PER OIL BBL	\$0.00	\$0.00	\$0.00	\$0.62	\$0.00	\$0.00	\$0.00	\$37.2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.65
40 AVERAGE PRICE PER OIL BBL	\$13.95	\$13.95	\$13.95	\$70.93	\$0.00	\$0.00	\$0.00	\$12.97	\$0.00	\$0.00	\$0.00	\$0.00	\$13.35
41 AVERAGE PRICE PER GAS MCF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.56

## Drill Down

This report provides the ability to drill down on any value to see the associated transactions that comprise the total.

- Right click on a cell and a drop down menu will appear.



- Choose Drill Down
- The report will find the associated records and display them on the LOEDrill tab.

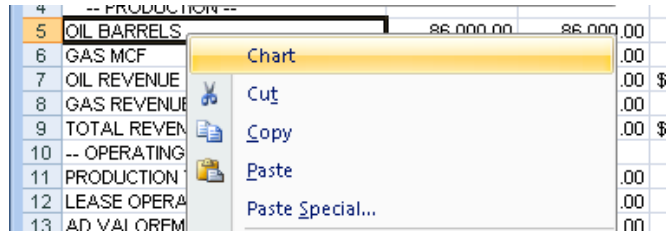
Company	Main Sub	Account Name	Location	Location Name	Well	Well Name	Description	Voucher	Journal Date	Accrual Date	Cash Date	Gross Val	Net Val	Net Val
100	801	1 W/OIL SALES	TX1000	TX1000	1 ANDERSON UNIF2	TEST DISTRIBUTION	1	5/1/2009	5/25/2009	5/4/2009	0.00	0.00	\$0.00	\$0.00
100	801	1 W/OIL SALES	TX1000	TX1000	1 ANDERSON UNIF2	WARRANTY	2	5/1/2009	5/25/2009	5/4/2009	0.00	0.00	\$0.00	\$0.00
100	801	1 W/OIL SALES	TX1000	TX1000	1 ANDERSON UNIF2	CHEVRON U.S.A.	936	5/25/2009	5/25/2009	5/22/2009	-1,000.00	-800.00	-10,000.00	-8,000.00
100	801	1 W/OIL SALES	TX1000	TX1000	1 ANDERSON UNIF2	CHEVRON U.S.A.	974	5/25/2009	5/25/2009	5/22/2009	-1,000.00	-800.00	-10,000.00	-8,000.00
100	801	1 W/OIL SALES	TX1000	TX1000	1 ANDERSON UNIF2	CHEVRON U.S.A.	975	5/25/2009	5/25/2009	7/2/2009	-14,669.95	-241.72	-825,655.16	-83,723.39
100	801	1 W/OIL SALES	TX1000	TX1000	1 ANDERSON UNIF2	CHEVRON U.S.A.	975	5/25/2009	5/25/2009	7/2/2009	-8,669.46	-143.51	-816,432.56	-82,113.37
100	801	2 W/OIL SALES	TX1000	TX1000	1 ANDERSON UNIF2	CHEVRON U.S.A.	975	5/25/2009	5/25/2009	7/2/2009	-14,669.95	-915.62	-825,655.16	-81,103.45
100	801	2 W/OIL SALES	TX1000	TX1000	1 ANDERSON UNIF2	CHEVRON U.S.A.	975	5/25/2009	5/25/2009	7/2/2009	-8,669.46	-543.59	-816,432.56	-81,027.04

- To return to the Main Report, click on the LOEMain tab.
- If another Drill Down operation is performed, the contents of the LOEDrill tab will be replaced with the new data.

## Chart

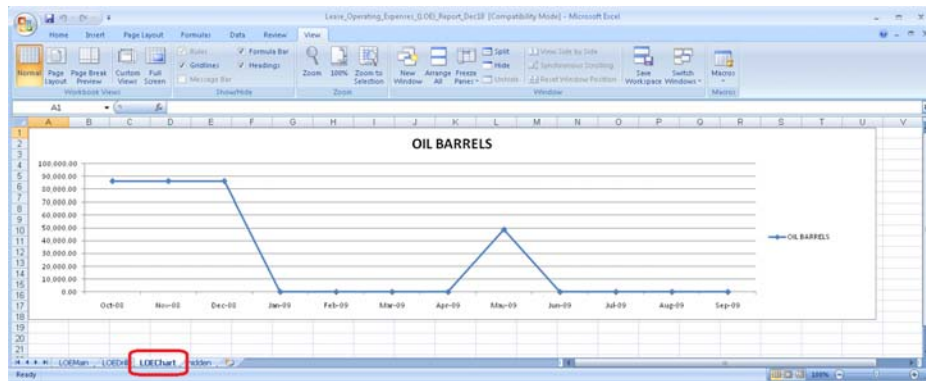
This report provides the ability to Chart any category listed in Column B on the LOEMain tab.

- Right click on the cell and a drop down menu will appear



4	-- PRODUCTION--		
5	OIL BARRELS	86,000.00	86,000.00
6	GAS MCF		.00
7	OIL REVENUE		.00 \$
8	GAS REVENUE		.00 \$
9	TOTAL REVENUE		.00 \$
10	-- OPERATING		
11	PRODUCTION		.00
12	LEASE OPERA		.00
13	AD VAL ORFM		.00

- Choose Chart
- The report will create a chart based on the row selected and display it on the LOEChart tab.



- To return to the Main Report, click on the LOEMain tab.
- If another Chart operation is performed, the contents of the LOEChart tab will be replaced with the new data.