

# View a Lease's Detail Page

## DISPLAYED GRAPHIC

## TRANSCRIPT

**1. Click on a row.**

**2. Click on a hyperlinked lease number.**

**3. Click the Lease Information Dropdown List.**

**Selected Lease.**

**Details about the Team for selected lease.**

1-055589-000 - NORFOLK SOUTHERN RAILWAY COMPANY

Company: CAP Lease #: 1-055589-000

Lease Date: 9/16/1999 Effective Date: 9/16/1999

Drop Code: Drop Date:

Quick Links: TeamSearch Process Owners Coordinators

Tracts

No Team Members Found

**Narrator:** You can access a lease's detail page in 3 ways, one, by clicking on a row, two, by clicking on the hyperlinked lease number, and three, by selecting an option in the Lease Information Dropdown List.

**Narrator:** Click on a row. Lease details corresponding to the last selected Lease detail option, displays in the Preview Pane if available. In this example the last selected details option was Team.

**Narrator:** Now, let's try the hyperlink option. Click a hyperlinked lease number in the Lease Number column to access that lease's detail page. The lease's detail page opens in a new window.

**CHKSearch** Wells/Sites Contracts **Leases** Map

Search Reset Add to Saved Search 5793 Leases (7675 Rows)

My Saved Searches

Details

Location

Dates

Search Type And Or

Lease Date From 4/15/1995 To 10/8/2011

Lease Expiration 6/8/2021 12/16/2078

Acquired <M/d/yyyy> <M/d/yyyy>

Setup <M/d/yyyy> <M/d/yyyy>

Drop <M/d/yyyy> <M/d/yyyy>

Active Type: Active Country: USA Date: And Lease Date: Between 4/15/1995 and 10/8/2011

Lease Number	Tract Number	Lease Name	Lease Date
1-040389-000	001	NORFOLK AND WESTERN RAILWAY CO	9/1/1997
1-044623-000	001	NORFOLK AND WESTERN RAILWAY COMPANY	7/20/1998
1-055589-000	001	NORFOLK SOUTHERN RAILWAY COMPANY	9/16/1999
1-055921-000	001	COLUMBIA GAS TRANSMISSION CORP	8/29/1997
1-056739-000	001	NORFOLK SOUTHERN RAILWAY COMPANY	9/16/1999
1-059184-000	001	NORFOLK AND WESTERN RAILWAY COMPANY	7/20/1998
1-059715-000	001	NORFOLK SOUTHERN RAILWAY COMPANY	9/16/1999
1-060034-000	001	NORFOLK SOUTHERN RAILWAY COMPANY	9/16/1999
1-066753-000	001	NORFOLK SOUTHERN RAILWAY COMPANY	9/16/1999
1-184921-000	001	NORFOLK AND WESTERN RAILWAY COMPANY	7/20/1998
1-187500-000	001	ST/WV PUBLIC LAND CORP P-11-V/22-305-R	6/10/2001
1-190664-000	001	COLUMBIA GAS TRANSMISSION CORP	7/1/2002
1-195794-000	001	COLUMBIA GAS TRANSMISSION CORP	8/29/1997
1-196143-000	001	ST/WV PUBLIC LAND CORP P-02-VI/44-0017-R	3/28/2002

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The screenshot shows the top of the Lease Detail Page. The navigation bar includes 'search', 'Wells/Sites', 'Contracts', 'Leases', and 'Map'. Below the navigation bar, there is a 'Jump to Lease' field and a 'View Map' button. The main content area is divided into two sections. The top section contains a series of tabs: 'Contract Xref', 'Lease Xref', 'Property Xref', 'General Xref', 'Payment History', 'Reports', and 'Team'. The 'Lease Xref' tab is selected. Below the tabs, there is a table with the following columns: 'Tract', 'Drop Date', 'Drop Code', 'District', 'Region', 'Prospect Number', 'Prospect Name', 'State', 'County', and 'Township Name'. The table contains one row with the following data: '001', blank, blank, 'DEVONIAN', 'KA', '22807', 'PIKE KY', 'KY', 'PIKE'.

Contract Xref	Lease Xref	Property Xref	General Xref	Payment History	Reports	Team
Tract	Map Reference	Legal	Remarks	DOI Party	Payment Obligations	Chain Of Title

Tract	Drop Date	Drop Code	District	Region	Prospect Number	Prospect Name	State	County	Township Name
001			DEVONIAN	KA	22807	PIKE KY	KY	PIKE	

**Narrator:**

Property details are organized in tabs.

The screenshot shows the 'Remarks' tab selected in the Lease Detail Page. The table has the following columns: 'Tract', 'Note', and 'Note Text'. The table is empty, and the message 'No Rows Found' is displayed. Below the table, there is a section for 'Remarks' with the following columns: 'Tract', 'Remark Type', 'Applies', and 'Remark Text'. The table contains two rows of data:

Tract	Note	Note Text
		No Rows Found

Tract	Remark Type	Applies	Remark Text
***	CONSENT REQUIRED	Y	A1K-CONSENT TO ASSIGN REQUIRED Y/N PROVISION INFO-Y-LICENSEE SHALL NOT ASSIGN THIS AGREEMENT WITHOUT THE WRITTEN CONSENT OF RAILWAY
***	FACILITY NAME	Y	FACILITY NAME: LINE P-94 REMARK DATE: 09/13/2007 UPDATED CROSS REFERENCE WITH REFERENCE NUMBER 1019983 PER INVOICE DATED 9/4/2007 TO HELP IDENTIFY THE LEASE NUMBER - D THOMPSON

**Narrator:** Click the tab

corresponding to the type of information you want to view.

The screenshot shows the 'View Map' button located at the top right of the Lease Detail Page. The button is labeled 'View Map' and has a magnifying glass icon. It is located next to the 'Email Link' button. The 'View Map' button is highlighted with a yellow box.

**Narrator:** To view the selected lease on a map, click on the View Map button located at the top right of the Lease Information window. This also applies to the Wells/Sites and Contracts tab. In the Wells/Sites tab you can also

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right-click on a property number and select Map from the context menu.

**Narrator:** You can also access a lease's detail page by selecting one of the options in the Lease Information Dropdown List located on the right side of the Preview Pane Toolbar.

**Narrator:** Click on Reports. Reports is displayed in the Lease Information Dropdown List and a list of hyperlinked reports are listed in the Preview Pane.

The screenshot displays the lease detail page for '000 - NORFOLK SOUTHERN RAILWAY COMPANY'. The top section shows lease information including Lease Date (9/16/1999), Effective Date (9/16/1999), Expiration Date (1/1/2078), and Lessor (NORFOLK SOUTHERN RAILWAY CO). A context menu is open over the property number '1-055589-000', showing options like General/Header, Chain Of Title, Contract Xref, DOI Party, General Xref, Map Reference, Lease Xref, Legal, Payment History, Payment Obligations, Property Xref, Remarks, Reports, and Team. Below this, a table lists several leases with columns for Lease #, Property #, Company, Date, and Type. A dropdown menu is open over the 'Reports' option, showing a list of hyperlinked reports: Lease Data Sheet, Lease Listing, Old Lease No, Lease Listing, Condensed, Lease Listing, Detailed, Lease Listing, Remarks, and Lease Listing, Worksheet. Two callout boxes are present: '1. Reports is selected.' and '2. Click on a hyperlinked report name to view its contents.'

Lease #	Property #	Company	Date	Type
1-066753-000	001	NORFOLK SOUTHERN RAILWAY COMPANY	9/16/1999	RIGHT OF WAY
1-184921-000	001	NORFOLK AND WESTERN RAILWAY COMPANY	7/20/1998	RAILROAD
1-187500-000	001	ST/WV PUBLIC LAND CORP P-11-V/22-305-R	6/10/2001	STATE ONSHORE
1-190664-000	001	COLUMBIA GAS TRANSMISSION CORP	7/1/2002	SURFACE
1-195794-000	001	COLUMBIA GAS TRANSMISSION CORP	8/29/1997	SURFACE
1-196143-000	001	ST/WV PUBLIC LAND CORP P-02-VI/44-0017-R	3/28/2002	STATE ONSHORE