

# CORINNE PRICE

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Senior Surface Land Analyst with more than two decades of experience supporting complex A&D transactions, conducting detailed surface file reviews, and coordinating seamless data migration into CS Land and Pandell. Adept at reconciling rentals, updating agreements, validating road use billing, and cleaning up legacy data to ensure accurate reporting post-acquisition. Trusted for managing high-volume transitions, identifying risks early, and bridging communication between land, accounting, and operations during periods of organizational change

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## **Senior Surface Land Analyst (Contract)**

Vantage Point Resources Inc. – Calgary, AB

March 17, 2025 – Present

- Reviewed road use agreements and invoices to ensure accuracy and compliance.
- Updated and managed the CS Land road use module, reducing disputes within Energylink.
- Integrated road use invoicing with accounting systems; linked TPA status to GeoScout production updates.
- Audited surface leases and access roads in Abadata, identifying missing agreements and recovering ~\$200,000 in retroactive fees; increased monthly invoicing by ~\$10,000 across 1,300 operated wells.
- Drafted third-party agreements and issued over 350 road use replacement agreements.
- Cleared backlog of Freehold surface lease updates, including business associate changes and land transfers.
- Analyzed Fee Simple ownership, resulting in the review and update of 18 files.
- Aligned 600+ Crown surface lease rental amounts in CS with auto-debit records for accurate financial tracking.

## **Surface Land Analyst (Hourly Employee)**

Sroule ERCE – Calgary, AB

January 2022 – March 2025

- Managed surface land files across diverse jurisdictions (Freehold, IOGC, AB Crown, Special Areas, SK Agriculture).
- Prepared and executed 3rd party consent agreements in coordination with engineers and field teams.
- Generated 450 Road Use Replacement Agreements and Addendums; implemented monthly invoicing via CS Explorer.
- Audited and cleaned 3,000+ cost centers in rental distribution and supported integration of Pandell LandWorks with land systems.
- Assisted with training staff on mineral and surface lease rentals on new Pandell LandWorks system.
- Reviewed and resolved disputes in Energylink for Operated & Non-Operated Road Use invoicing.
- Facilitated surface land acquisitions through Assignments, Crown transfers, and caveat filings.
- Updated rental review obligations for 2,000+ surface leases in CS Explorer.
- Produced monthly rental backup spreadsheets for accounting, including cost center allocations.
- Organized and cataloged 500+ well file boxes from storage; archived non-op and reclaimed files.
- Entered 500+ road use addendums into Tressl for streamlined invoicing administration.

### **Assistant Bookkeeper (Part-Time)**

Smart Balances Bookkeeping – Calgary, AB

November 2019 – December 2021

Reason for leaving: minimal hours; supported a friend's business during COVID

- Managed full-cycle bookkeeping for four clients, including transaction coding and bank/credit card reconciliations.
- Utilized QuickBooks Online, QuickBooks Time, and Dext for synchronized financial operations.
- Processed bi-weekly payroll, direct deposits, and monthly remittances.
- Generated cost-plus invoices and maintained client budget tracking spreadsheets.
- Handled accounts payable via cheque and Mastercard payments.

### **Surface Land Analyst**

Bow River Energy Ltd. – Calgary, AB

February 2015 – November 2017

Reason for leaving: received severance package (company entered receivership shortly after)

- Managed a portfolio of 5,000+ surface land files across Freehold, IOGC, AB Crown, Special Areas, SK Environment, and SK Agriculture.
- Drafted and executed 3rd party consent agreements within 1–2 weeks turnaround.
- Resolved surface landowner issues including rental reviews, ownership changes, assignments, payment directions, and damage claims.
- Oversaw full lifecycle of surface land documentation: preparation, approval, execution, registration, and filing.
- Processed Assignments and Crown transfers for acquisitions; led large-scale data entry projects in CS Land.
- Generated land and well data reports using CS Land and P2 Optix; built Excel spreadsheets for acquisitions.
- Customized and implemented Rental Review Notification obligations for 1,000+ Alberta surface files.
- Reduced Alberta LLR by submitting Pad Notifications.
- Collaborated with reclamation consultants to identify and process low-cost lease closures; tracked and optimized reclamation efforts.
- Coordinated lease cancellations with IOGC, SK Environment, and SK Agriculture for undrilled wells.
- Partnered with Land Agents, Surveyors, Geologists, and Engineers to secure new surface lease locations.

### **Surface Land Administrator**

NEP Canada ULC – Calgary, AB

October 2012 – April 2014

Reason for leaving: received severance package

- Managed preparation, execution, and registration of surface land documentation.
- Processed over 3,000 caveat Name Change Applications and submitted to Land Titles.
- Facilitated Assignments and Crown transfers for surface acquisitions.
- Streamlined Master Crossing Agreements by consolidating proximity, encroach, and disturbance clauses—accelerating approval timelines.
- Coordinated 3rd party consent agreements with engineers and field staff, achieving full execution within two weeks.
- Coded and processed invoices; cleaned and maintained road use files and invoicing.
- Audited freehold mineral files to ensure caveat registration; updated caveats in CS Explorer to reflect corporate name changes.

### **Surface Land Administrator**

MEC Operating Company ULC – Calgary, AB

February 2011 – October 2012

Reason for leaving: company acquired by NEP; retained same role post-acquisition

- Audited and organized surface land files, identifying and correcting documentation deficiencies.
- Submitted 3,000+ caveat Name Change Applications to Land Titles to reflect corporate updates.
- Addressed landowner concerns including rental reviews, ownership changes, and payment redirection.
- Managed end-to-end surface land documentation processes.
- Prepared Assignments and Crown transfers for acquisitions.
- Drafted and executed 3rd party consent agreements in collaboration with engineering and field teams.

### **Surface Land Administrator**

Cutpick Energy Inc. – Calgary, AB

July 2009 – December 2010

Reason for leaving: severance package

- Managed preparation, execution, registration, and filing of surface land documentation.
- Entered surface land data from acquisitions into GeoNexus and LandRight with precision.
- Administered monthly Crown and Freehold surface rentals.
- Coded and processed invoices for road use, timber damage, and surface rentals.
- Registered, transferred, and discharged caveats with Alberta Land Titles.
- Resolved landowner issues including ownership changes, payment directions, and rental reviews.
- Maintained and filed Joint Venture Agreements.

### **Surface Land Administrator**

Gibraltar Exploration Ltd. – Calgary, AB

June 2008 – July 2009

Reason for leaving: company sold; transitioned to Cutpick Energy (same office)

- Oversaw full surface land documentation lifecycle.
- Input surface files from land acquisition into GeoNexus accurately and efficiently.
- Managed monthly Crown and Freehold surface rentals.
- Coded invoices for road use, timber damage, and surface rentals.
- Registered, transferred, and discharged interests with Saskatchewan Land Titles (ISC).
- Addressed landowner concerns and maintained Joint Venture Agreements.

### **Surface Land Administrator**

Fairwest Energy Corporation & Strike Petroleum Ltd. – Calgary, AB

May 2007 – February 2008

Reason for leaving: shortage of work; company entered receivership

- Coordinated surface land acquisition for new wells and pipelines.
- Handled landowner issues including rental reviews, ownership changes, and damage claims.
- Managed documentation preparation, execution, and registration.
- Cleared backlog of outstanding land documentation.
- Administered monthly mineral and surface rentals.
- Input all surface documents from land acquisition into CS Explorer accurately and efficiently.

### **Land Administrator**

ISH Energy Ltd. – Calgary, AB

February 2003 – January 2007

- Managed surface lease documentation and payment routing.
- Collaborated with operations to draft site-specific conditions for crossing and road use agreements.
- Administered landowner issues including wills, assignments, and payment directions.
- Implemented monthly road use billing in CS Explorer.
- Tracked reclamation issues and coordinated lease cancellations with Alberta Energy.
- Registered, transferred, and discharged interests with Saskatchewan Land Titles (ISC).
- Submitted mineral continuation applications for BC, Alberta, and Saskatchewan.
- Maintained monthly expiry and offset obligation tracking.
- Interpreted contract obligations with Landman to ensure accurate system reflection.
- Proficient in land title systems and Alberta ETS online platform.
- Coded surface and mineral lease rentals, road use, timber damage, and mineral tax invoices.
- Distributed mineral tax invoices to working interest partners.
- Resolved rental disputes across mineral and surface assets.

### **Accounts Receivable Clerk**

TCT Logistics – Calgary, AB

January 2001 – October 2002

- Prepared daily bank deposits ranging from \$75,000 to \$300,000.
- Posted up to \$300,000 in daily cash receipts, demonstrating high-volume data accuracy.
- Created detailed Excel spreadsheets for deposit tracking.
- Managed claim write-offs and supported account reconciliation efforts.