



March 17, 2020

Hello contacts and colleagues:

Given the state of the Global Covid-19 Pandemic declared by the WHO on March 11, 2020, the declaration of a State of Emergency by the City of Calgary soon thereafter, and Alberta declaring a Public Health Emergency on March 17, 2020, we are not certain about the days ahead and our ability to work physically in the office.

In light of these unprecedented times, we ask that all time sensitive notices, including: Independent Operations Notices, Abandonment Notices, Non-Productivity Notices, Offset Notices, AFEs, and other similar time sensitive notices, be sent **via email** to your usual contact at Baytex Energy Ltd., **as well as** a common Inbox: [Land.Notices@baytexenergy.com](mailto:Land.Notices@baytexenergy.com). This is to ensure that if our office is abruptly locked down due to a decision by our Management Team, Building Manager, or the City of Calgary, that we can still respond to notices in a timely manner. We would also like to ensure that if any given individual is isolated or taken ill, that our general email inbox is the main notices inbox for the receipt of any time sensitive material.

We thank you for your understanding and hope that you stay safe and healthy.

Thank you.

**Tania Dunlop** | Baytex Energy Ltd. | Suite 2800, 520 - 3rd Avenue SW, Calgary AB T2P 0R3 |  
**Manager, Contracts and Land Administration** | **Direct:** (587) 952-3196 | **Fax:** (587) 952-3024 |  
[Tania.Dunlop@baytexenergy.com](mailto:Tania.Dunlop@baytexenergy.com) |  
General Email for electronic Notices: [Land.Notices@Baytexenergy.com](mailto:Land.Notices@Baytexenergy.com)

