



March 23, 2020

**Mineral Land & Joint Venture Departments
Working Interest & Joint Venture Partners**

Re: Notices and Time Sensitive Documents during the State of Emergency

Given the current Covid-19 Pandemic and the State of Emergency as declared by the Province of Alberta and the City of Calgary, ExxonMobil Canada Energy ("EMC") and Imperial Oil Resources Limited ("IORL") are planning for a situation where we are not able to physically be present in our offices. EMC and IORL currently have staff working remotely from home.

We respectfully remind you that the following email addresses are to be used for:

- AFE/ Mail ballot: Joint.Venture.Administration.Calgary@esso.ca
- Mineral Invoices, General Inquires etc.: Mineral.Land.Shared.Mailbox@esso.ca
- Acquisition/Divestments and Conveyancing Inquires: iol-upstreamcommercial-inquiry@esso.ca

In light of these unprecedented times, we kindly ask that all other types of Land notices including: contractual notices, Independent Operations Notices and ROFR's, and other similar time sensitives notices, be sent **via email** to the following common inbox, as well as **via email** to your regular contact at EMC and IORL:

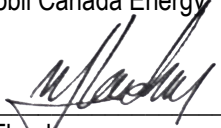
- Mineral.Land.Shared.Mailbox@esso.ca

This change in protocol ensures that we can still respond to notices in a timely manner.

Please distribute this request within your company as appropriate. Thank you for your understanding and cooperation.

Yours truly,

Imperial Oil Resources Limited
ExxonMobil Canada Energy

Per: 
Nathan Flanders
Supervisor, Land Administration