

Welcome!

To the Location Amendment Application Online Training Course

In this module you will learn how to:

- Enter a Location Amendment application into ETS.
- Add lands to an existing agreement.
- Modify zones on existing lands and/or remove lands from existing agreement.
- Add lands, modify zones on existing lands and/or remove lands from an agreement.
- Retrieve and view agreement documents.

Revisions Table

Date	Revisions Type	Page Number
October 28, 2024	Initial Creation	All
October 14, 2025	Correction	Page 5, 10

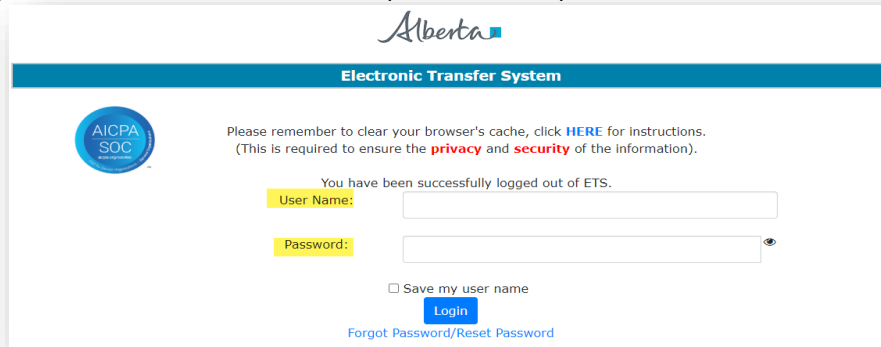
INTRODUCTION

Location Amendment ETS form allows industry to initiate an application to amend the location for Carbon Sequestration Evaluation Agreement, Carbon Sequestration Agreement and Pore Space Lease.



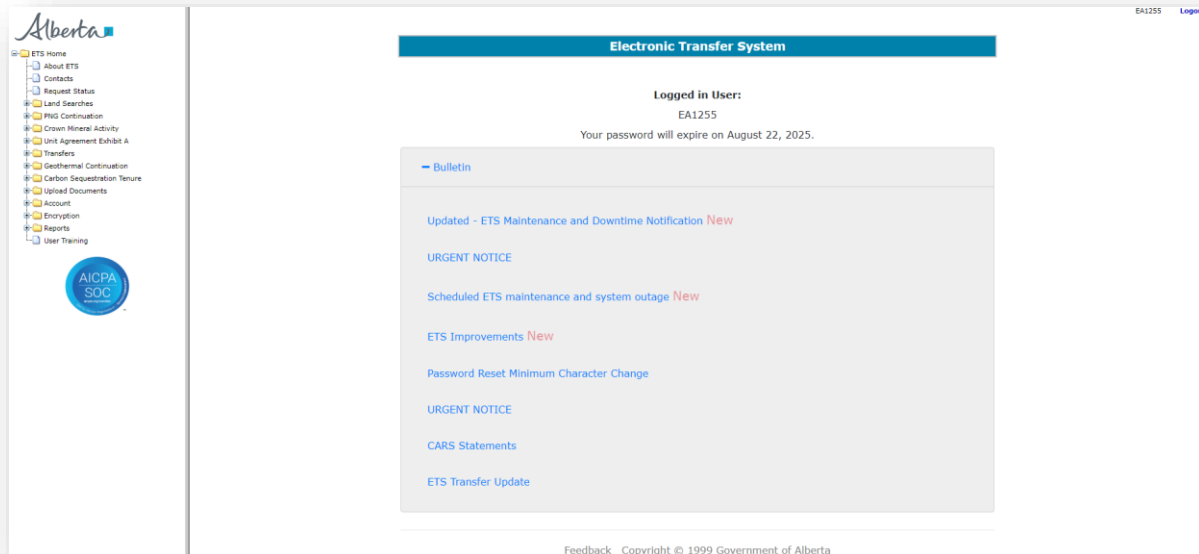
LOGIN TO ETS

1. Go to ETS (<https://ets.energy.gov.ab.ca/logon.aspx>)
2. Enter your login credentials: User Name (EN account) and Password.



The screenshot shows the login page for the Electronic Transfer System (ETS). At the top is the Alberta logo and the title "Electronic Transfer System". Below this is a blue banner with the AICPA SOC logo. The main content area contains a message: "Please remember to clear your browser's cache, click [HERE](#) for instructions. (This is required to ensure the **privacy** and **security** of the information)." Below this is a status message: "You have been successfully logged out of ETS." The login form consists of two input fields: "User Name:" and "Password:". Below the password field is a checkbox labeled "Save my user name" and a blue "Login" button. At the bottom, there is a link: "Forgot Password/Reset Password".

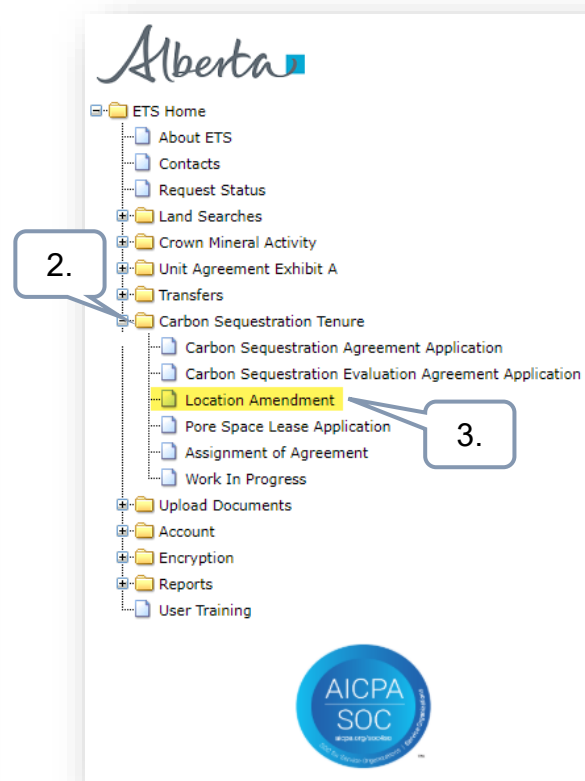
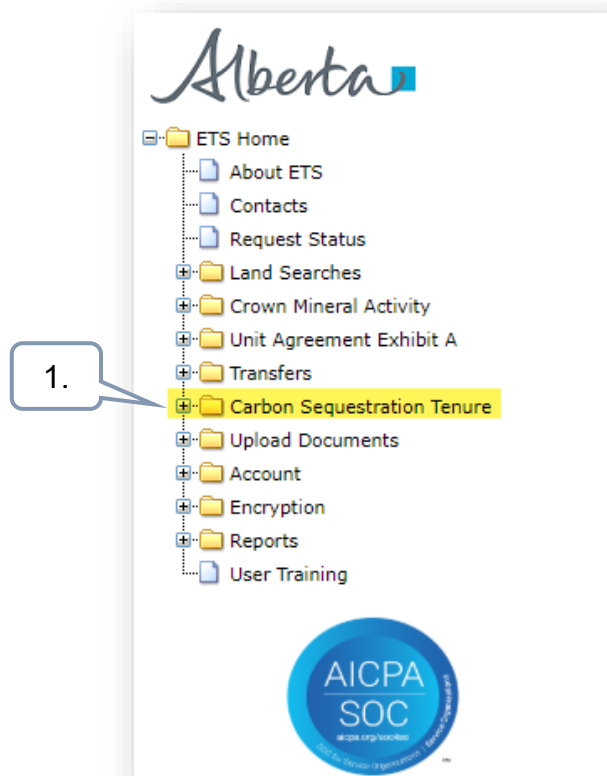
Once logged in, the screen below is displayed.



The screenshot shows the dashboard after logging in. On the left is a navigation menu with links: ETS Home, About ETS, Contacts, Request Status, Land Searches, PMS Continuation, Crown Mineral Activity, Unit Agreement Exhibit A, Transfers, Geothermal Continuation, Carbon Sequestration Tenure, Upload Documents, Account, Encryption, Reports, and User Training. The main content area has a blue banner with the title "Electronic Transfer System". Below this is a message: "Logged in User: EA1255. Your password will expire on August 22, 2025." Below this is a "Bulletin" section with a list of updates: "Updated - ETS Maintenance and Downtime Notification **New**", "URGENT NOTICE", "Scheduled ETS maintenance and system outage **New**", "ETS Improvements **New**", "Password Reset Minimum Character Change", "URGENT NOTICE", "CARS Statements", and "ETS Transfer Update". At the bottom, there is a footer: "Feedback Copyright © 1999 Government of Alberta".

NAVIGATION TO LOCATION AMENDMENT APPLICATION FORM

1. In the treenode (left-hand side of the screen), navigate to **Carbon Sequestration Tenure** node.
2. Expand **Carbon Sequestration Tenure** node to display its subnodes.
3. Click **Location Amendment** subnode.

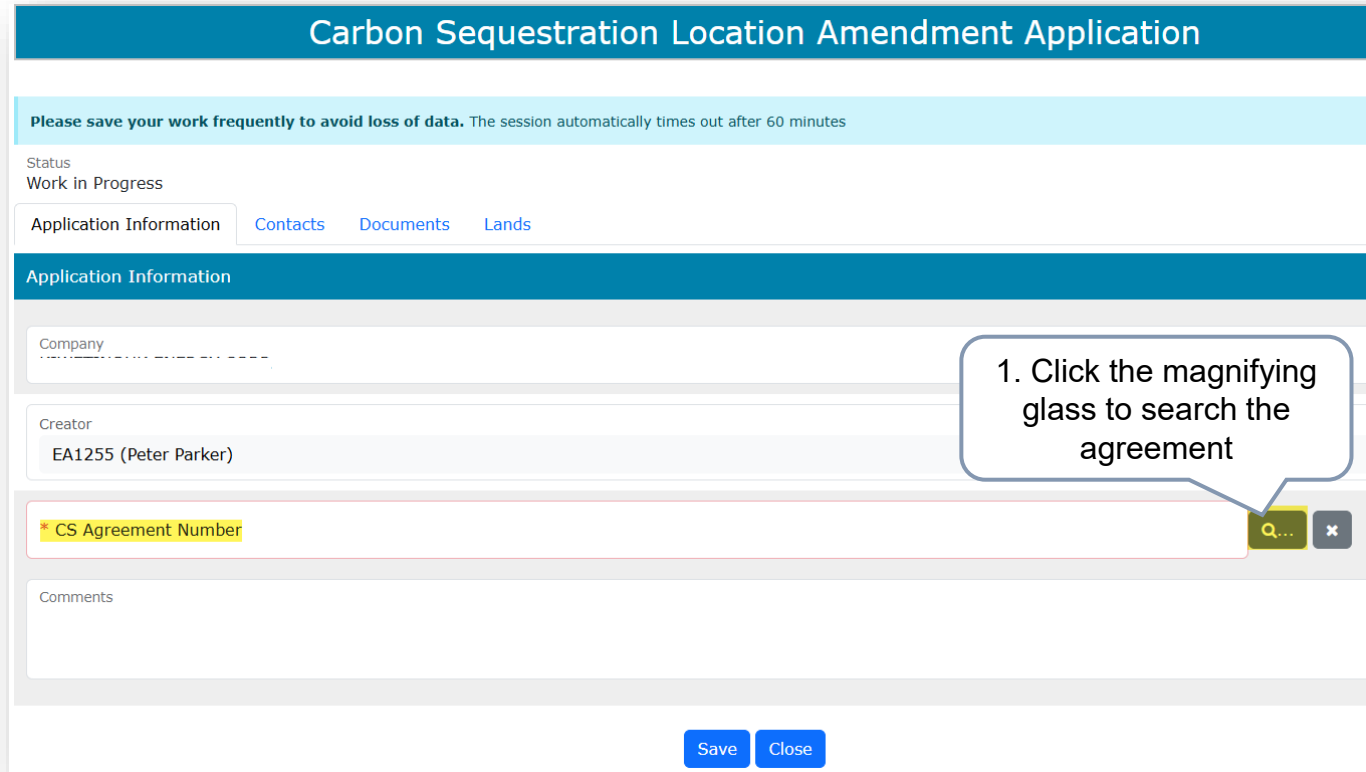


APPLICATION INFORMATION TAB

On the main screen, a blank application form is displayed. ETS auto populates the Company and Creator fields. These information are generated from the login account information.

At the creation stage, the status of the request is set to Work in Progress.

CS Agreement Number field is the existing CS agreement number on which industry would like to add or modify the lands. This field is required on this tab.



Carbon Sequestration Location Amendment Application

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work in Progress

Application Information [Contacts](#) [Documents](#) [Lands](#)

Application Information

Company
.....

Creator
EA1255 (Peter Parker)

* CS Agreement Number

Comments

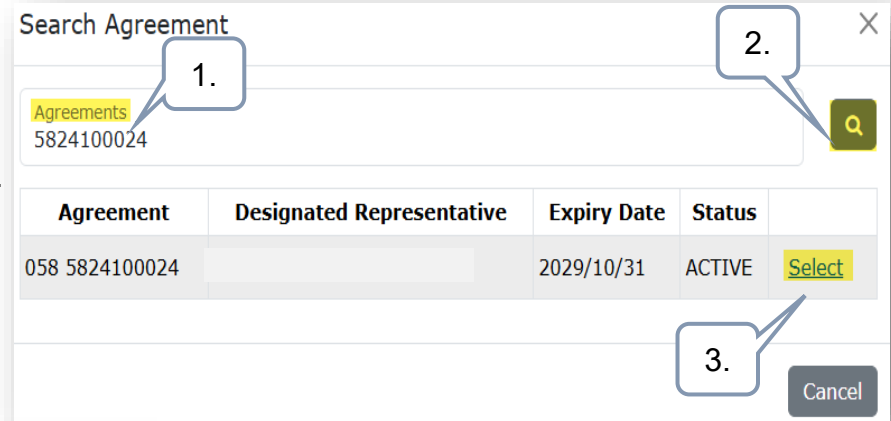
1. Click the magnifying glass to search the agreement

APPLICATION INFORMATION TAB – SEARCH AND ADD CS AGREEMENT

In the Search Agreement box,

1. Click the **Agreements** field and type in the **CS Agreement Number**.
2. Select the **magnifying glass** to search the agreement.
3. Search result appears and displays the Agreement, Designated Representative, Expiry Date and Status. Click **Select**, if the information is correct.

Click Cancel if you need to restart the search.



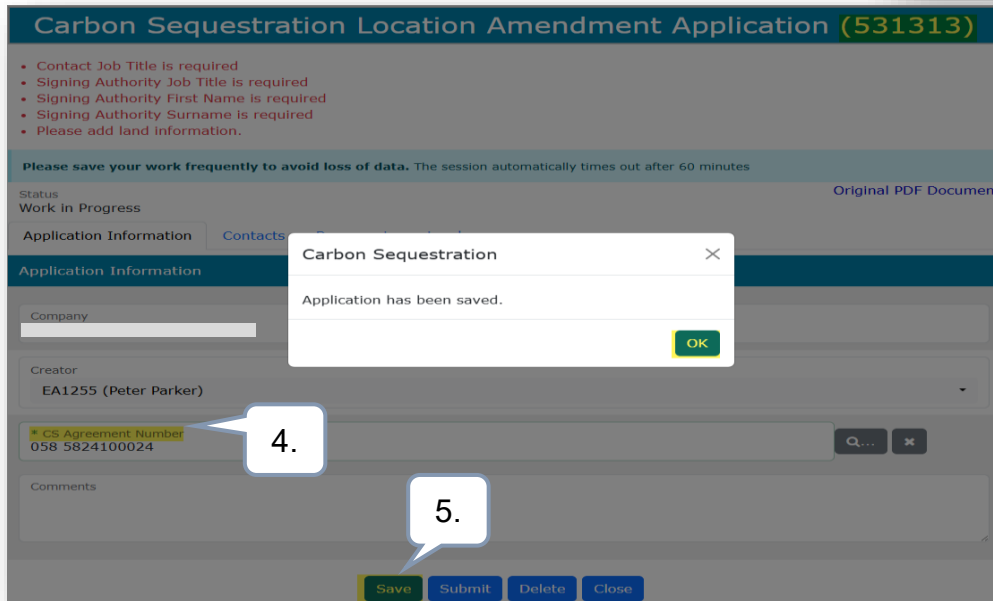
Search Agreement

1. Agreements
5824100024

2. [Magnifying Glass Icon]

Agreement	Designated Representative	Expiry Date	Status	
058 5824100024		2029/10/31	ACTIVE	3. Select

Cancel



Carbon Sequestration Location Amendment Application (531313)

- Contact Job Title is required
- Signing Authority Job Title is required
- Signing Authority First Name is required
- Signing Authority Surname is required
- Please add land information.

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status: Work in Progress

Original PDF Document

Application Information

Company

Creator: EA1255 (Peter Parker)

4. * CS Agreement Number
058 5824100024

5. [Save Button]

Save Submit Delete Close

4. Back to the main screen, the selected CS Agreement Number is now added. Click **Save**. *The ETS request is generated at the header.*

5. Click **OK**.

CONTACTS TAB – CONTACT INFORMATION AND PROPER SIGNING AUTHORITY

Status: Work in Progress [Original PDF Document](#)

[Application Information](#) **Contacts** [Documents](#) [Lands](#)

Contact Information

*** Job Title**

Contact Job Title is required

*** First Name**
Peter

*** Surname**
Parker

*** Office Phone Number**
7804229249

Office Phone Number Extension

*** Email Address**
energy.sequestrationhelpdesk@gov.ab.ca

Proper Signing Authority

*** Job Title**

Signing Authority Job Title is required

*** First Name**

Signing Authority First Name is required

*** Surname**

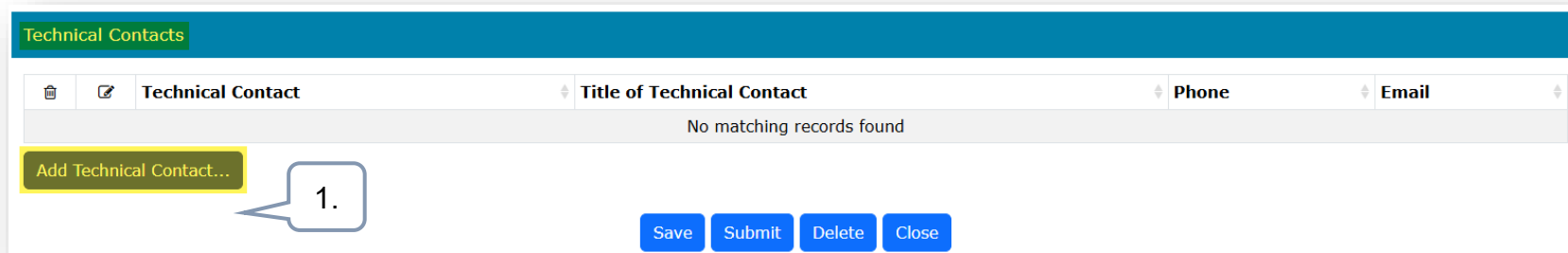
Signing Authority Surname is required

Note: Enter the required information indicated with asterisk (or outlined in red). Once information is entered, the outline turns in green)

Contact Information section – ETS auto populates the Name and Contact information. These information are generated from the login account information. Update the Job Title.

Proper Signing Authority – Enter the required information indicated with asterisk. The Signing Authority is a person who has the authority to sign documents on behalf of the company.

CONTACTS TAB – TECHNICAL CONTACTS



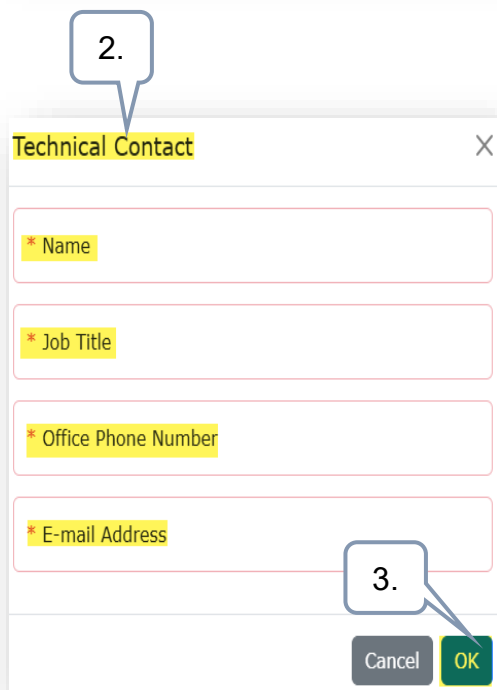
Technical Contacts

Technical Contact	Title of Technical Contact	Phone	Email
No matching records found			

Add Technical Contact...

1.

Save Submit Delete Close



Technical Contact

* Name

* Job Title

* Office Phone Number

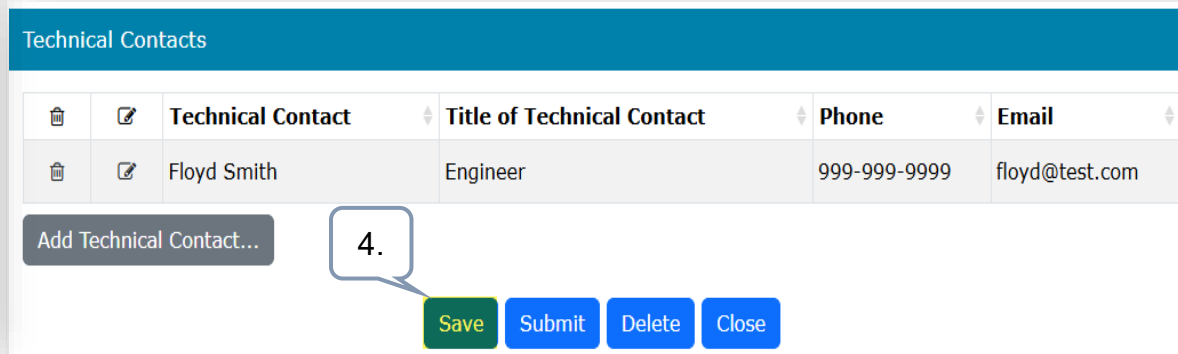
* E-mail Address

2.

3.

Cancel OK

1. Click **Add Technical Contact...** A new window appears.
2. Enter the required information indicated with asterisk (or outlined in red). Once information is entered, the outline turns in green)
3. Click **OK** to add the Technical Contact in the main grid.
4. Back to the application form, scroll down and click **Save** to save all added information.



Technical Contacts

Technical Contact	Title of Technical Contact	Phone	Email
Floyd Smith	Engineer	999-999-9999	floyd@test.com

Add Technical Contact...

4.

Save Submit Delete Close

DOCUMENT TAB

The Document tab consists of 4 different types of attachment documents:

1. Hub Development Plan (optional)

This is required only if the CS Agreement Number supplied is a **059 Carbon Sequestration Agreement**.

One PDF file of up to 100MB in size may be uploaded.

2. Proposal

This is required only if the CS Agreement Number supplied is a **058 Carbon Sequestration Evaluation Agreement**.

One PDF file of up to 100MB in size may be uploaded.

3. Pore Space Unit Agreement Document (required)

This is required only if the CS Agreement Number supplied is a **061 Pore Space Lease**.

One PDF file of up to 100MB in size may be uploaded.

4. Supplementary Documents Uploads (required)

This is required for all 058, 059 and 061 CS Agreement types.

Maximum 5 documents with maximum size limit up to 100MB of each file.

File formats include PDF, Excel and ZIP files.

Status

Work in Progress

Application Information

Contacts

Documents

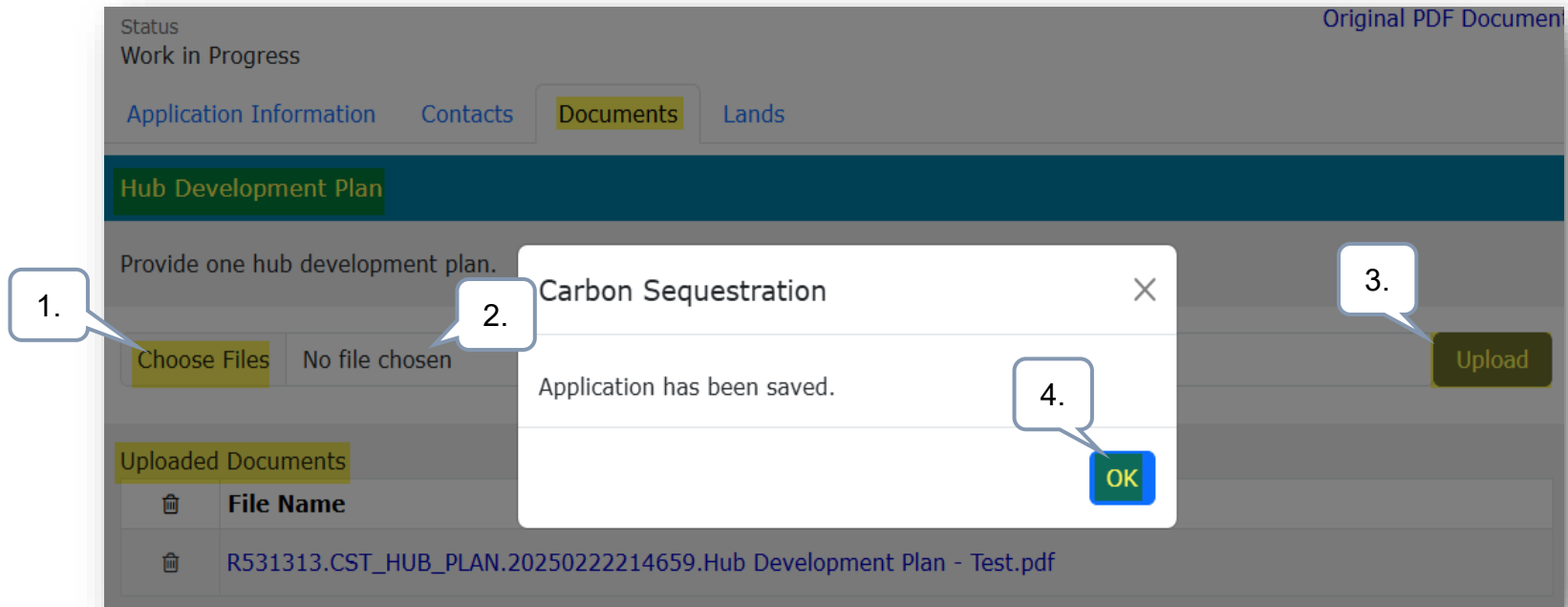
Lands

DOCUMENT TAB – HUB DEVELOPMENT PLAN (059 CSA)

1. Under **Hub Development Plan** section, click **Choose Files**. File Explorer folders opens. Locate the file to upload.
2. Back to the ETS request application, the name of the file is added on the 'No file chosen' field.
3. Click **Upload**.
4. Save prompt appears, click **OK**. The document is added in the Uploaded Documents grid.

To **delete** an uploaded document, simply click the corresponding **trash bin icon**.

To **add**, follow the **steps above**.



The screenshot displays the 'Documents' tab of the 'Hub Development Plan' section. It includes a 'Choose Files' button (1), a 'No file chosen' field (2), an 'Upload' button (3), and a confirmation dialog box with an 'OK' button (4). Below the dialog is a table of uploaded documents.

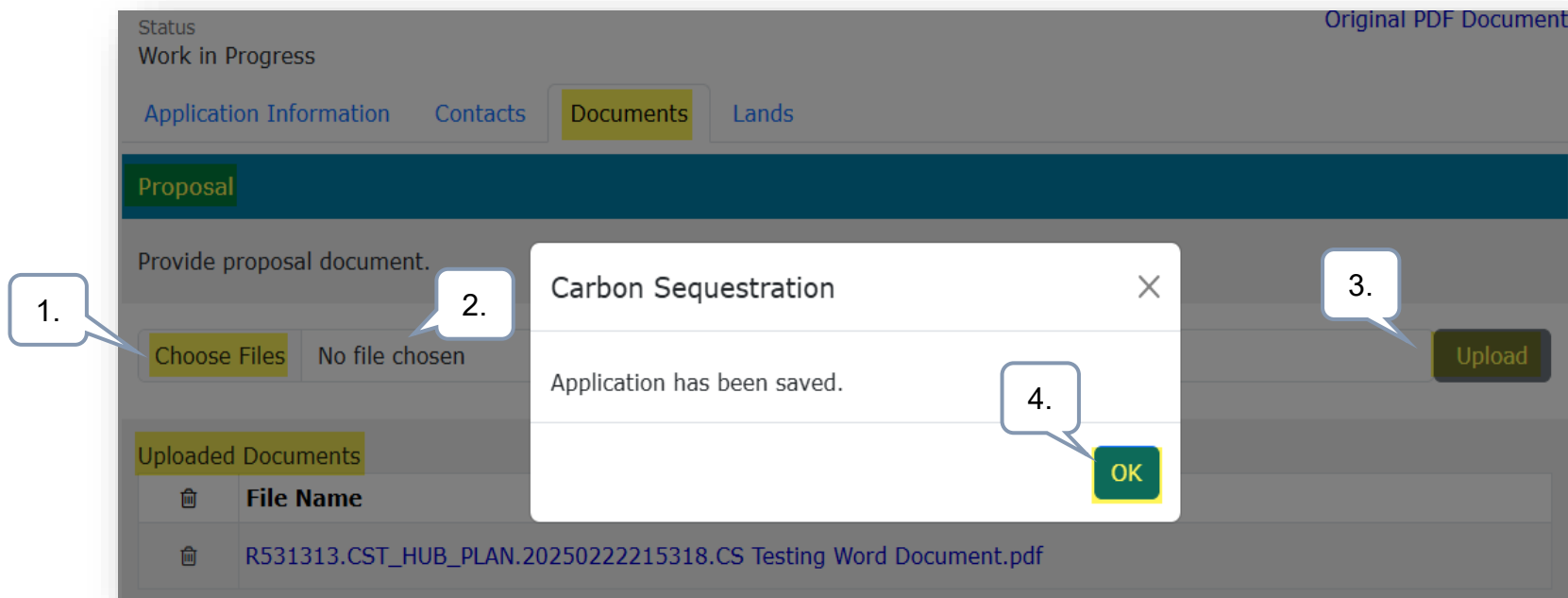
File Name
R531313.CST_HUB_PLAN.20250222214659.Hub Development Plan - Test.pdf

DOCUMENT TAB – PROPOSAL (058 CSEA)

1. Under **Proposal section**, click **Choose Files**. File Explorer folders opens. Locate the file to upload.
2. Back to the ETS request application, the name of the file is added on the 'No file chosen' field.
3. Click **Upload**.
4. Save prompt appears, click **OK**. The document is added in the Uploaded Documents grid.

To **delete** an uploaded document, simply click the corresponding **trash bin icon**.

To **add**, follow the **steps above**.



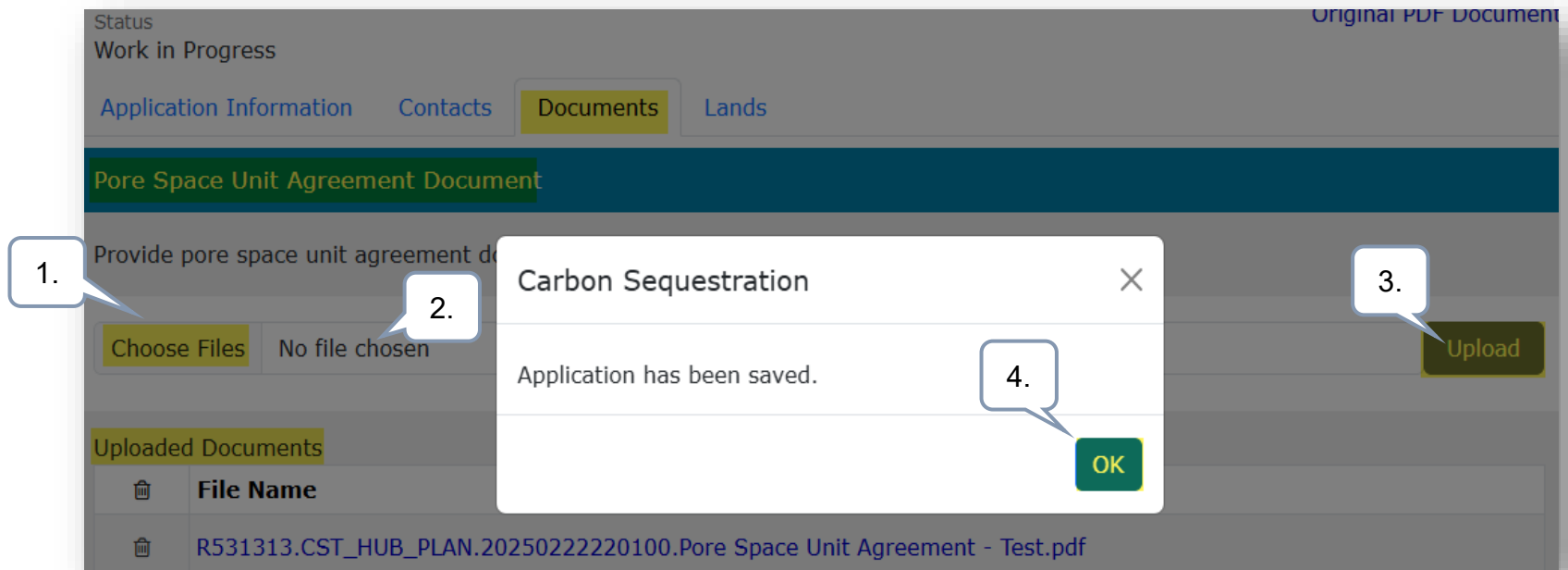
The screenshot displays the 'Proposal' section of the 'Location Amendment Application' interface. The 'Documents' tab is selected, and the 'Proposal' section is active. The interface includes a 'Status' bar at the top indicating 'Work in Progress'. Below the status bar, there are tabs for 'Application Information', 'Contacts', 'Documents', and 'Lands'. The 'Proposal' section contains a 'Provide proposal document.' label, a 'Choose Files' button (callout 1), a 'No file chosen' field (callout 2), and an 'Upload' button (callout 3). A modal dialog box titled 'Carbon Sequestration' is open, showing the message 'Application has been saved.' and an 'OK' button (callout 4). Below the 'Provide proposal document.' section, there is an 'Uploaded Documents' table with columns for 'File Name' and a trash bin icon for deletion.

File Name
R531313.CST_HUB_PLAN.20250222215318.CS Testing Word Document.pdf

DOCUMENT TAB – PORE SPACE UNIT AGREEMENT DOCUMENT (061 PSL)

1. Under **Pore Space Unit Agreement** section, click **Choose Files**. File Explorer folders opens. Locate the file to upload.
2. Back to the ETS request application, the name of the file is added on the 'No file chosen' field.
3. Click **Upload**.
4. Save prompt appears, click **OK**. The document is added in the Uploaded Documents grid.

To **delete** an uploaded document, simply click the corresponding **trash bin icon**.
To **add**, follow the **steps above**.



The screenshot displays the 'Documents' tab of the 'Pore Space Unit Agreement Document' section. The interface includes a 'Choose Files' button (labeled 1), a 'No file chosen' field (labeled 2), and an 'Upload' button (labeled 3). A 'Carbon Sequestration' dialog box (labeled 4) is open, showing the message 'Application has been saved.' and an 'OK' button. Below the dialog, the 'Uploaded Documents' table lists the file 'R531313.CST_HUB_PLAN.20250222220100.Pore Space Unit Agreement - Test.pdf'.

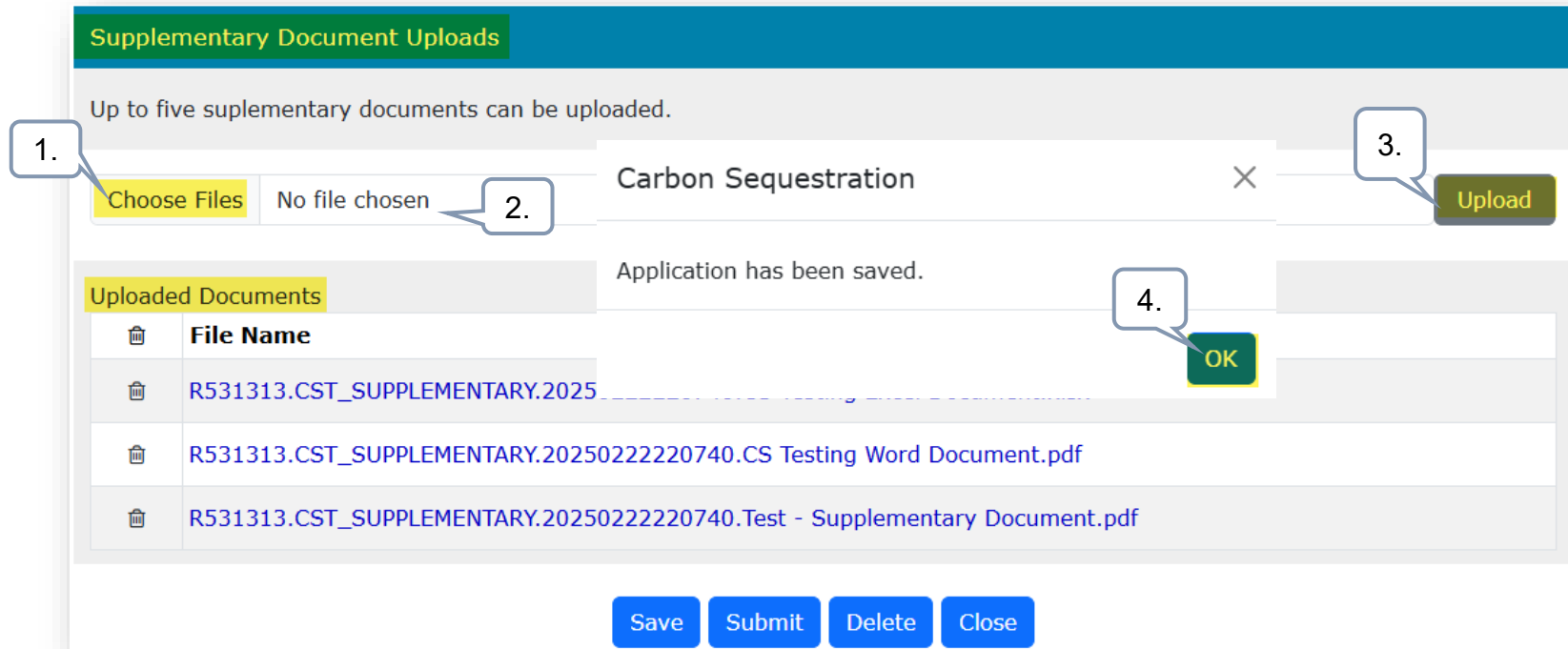
File Name
R531313.CST_HUB_PLAN.20250222220100.Pore Space Unit Agreement - Test.pdf

DOCUMENT TAB – UPLOAD SUPPLEMENTARY DOCUMENT

1. Under **Supplementary Document Uploads section**, click **Choose Files**. File Explorer folders opens. Locate the file to upload. Note: up for 5 supplementary documents can be uploaded.
2. Back to the ETS request application, the number of uploaded files is added on the 'No file chosen' field.
3. Click **Upload**.
4. Save prompt appears, click **OK**. The document is added in the Uploaded Documents grid.

To **delete** an uploaded document, simply click the corresponding **trash bin icon**.

To **add**, follow the **steps above**.



Supplementary Document Uploads

Up to five supplementary documents can be uploaded.

1. **Choose Files** (button) | No file chosen (text) | 2. **Carbon Sequestration** (input field) | 3. **Upload** (button)

Application has been saved.

Uploaded Documents

File Name
R531313.CST_SUPPLEMENTARY.2025
R531313.CST_SUPPLEMENTARY.20250222220740.CS Testing Word Document.pdf
R531313.CST_SUPPLEMENTARY.20250222220740.Test - Supplementary Document.pdf

4. **OK** (button)

Save **Submit** **Delete** **Close**

DOCUMENTS TAB – SAVE

Once your documents have been uploaded and are displaying under the Uploaded Documents grid, click **Save**.

 Save your work frequently to avoid the loss of data. The session will automatically time out after 60 minutes.

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work in Progress

[Original PDF Document](#)

[Application Information](#)
[Contacts](#)
[Documents](#)
[Lands](#)

Proposal

Provide proposal document.

Choose Files

No file chosen

Upload

Uploaded Documents

🗑	File Name
🗑	R531313.CST_HUB_PLAN.20250222220633.Hub Development Plan - Test.pdf

Supplementary Document Uploads

Up to five supplementary documents can be uploaded.

Choose Files

No file chosen

Upload

Uploaded Documents

🗑	File Name
🗑	R531313.CST_SUPPLEMENTARY.20250222220740.CS Testing Excel Document.xlsx
🗑	R531313.CST_SUPPLEMENTARY.20250222220740.CS Testing Word Document.pdf
🗑	R531313.CST_SUPPLEMENTARY.20250222220740.Test - Supplementary Document.pdf

Save

Submit

Delete

Close

LANDS TAB

The Lands tab allows industry to specify lands for location amendment on the supplied CS Agreement.



Creator must import existing lands from the supplied CS Agreement.

Location Amendment request can be one of the following or a combination of the following:

- **Delete existing lands** that will be removed from the agreement.
- **Update the zone information**, i.e. Qualifier 1, Zone 1, Qualifier 2, Zone 2, on existing lands.
- **Add new lands and specify zones** on those new lands to the agreement.

Application Information
Contacts
Documents
Lands

Land

Add Land (+/-)

Import Land (+/-)

Import Land List from a CSV file (*.csv)

Choose File No file chosen

Import

Import Land from Map

Import Land from Agreement 058 5824100024

Selected Rows:0

	Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
☐										

No matching records found

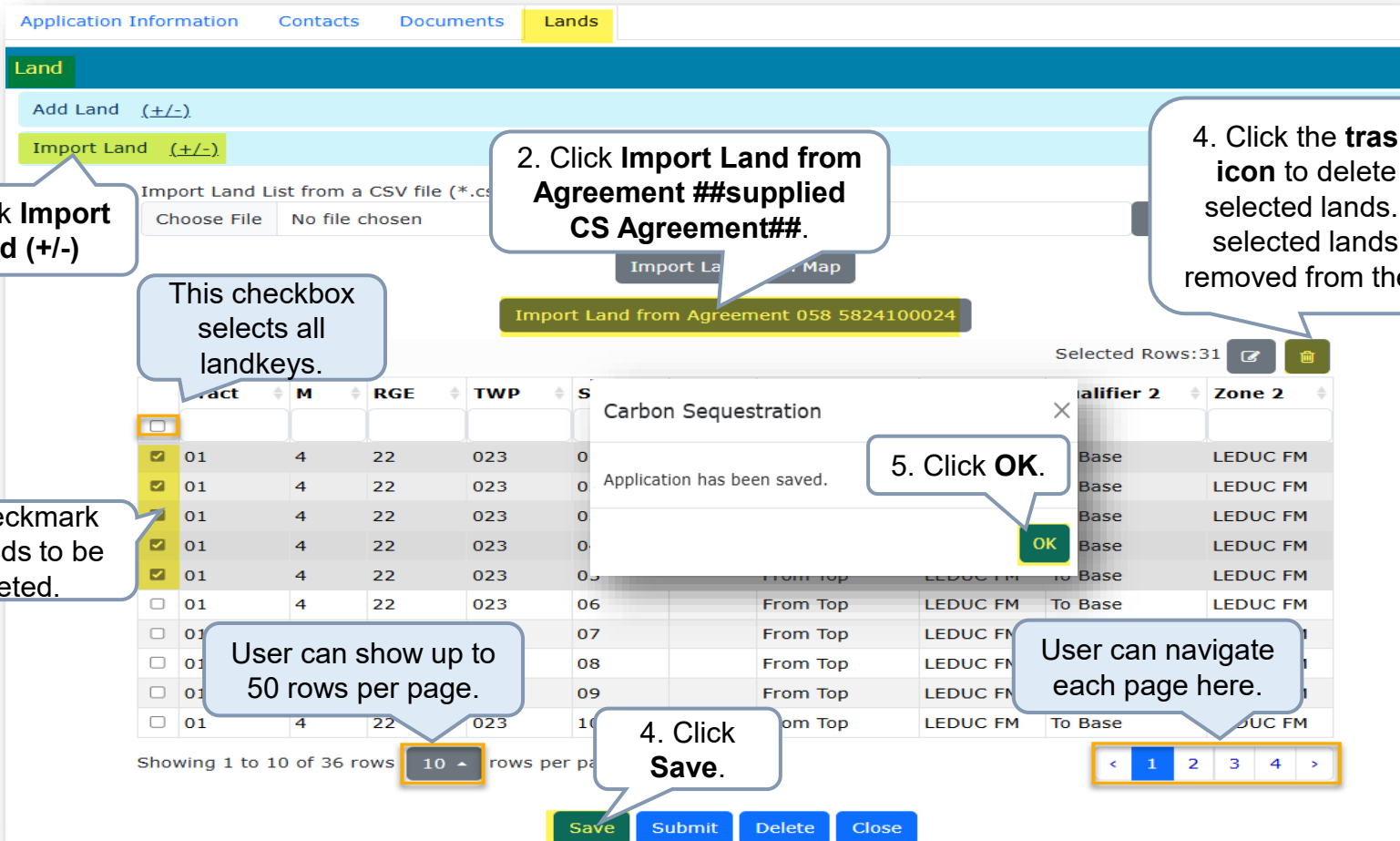
Save Submit Delete Close

LANDS TAB – DELETE EXISTING LANDS

Delete existing lands that will be removed from the agreement.



Creator must import existing lands from the supplied CS Agreement.



1. Click Import Land (+/-)

2. Click Import Land from Agreement ##supplied CS Agreement##.

3. Checkmark the lands to be deleted.

4. Click the trash bin icon to delete the selected lands. The selected lands are removed from the grid.

5. Click OK.

This checkbox selects all landkeys.

User can show up to 50 rows per page.

User can navigate each page here.

Showing 1 to 10 of 36 rows

Application has been saved.

Save Submit Delete Close

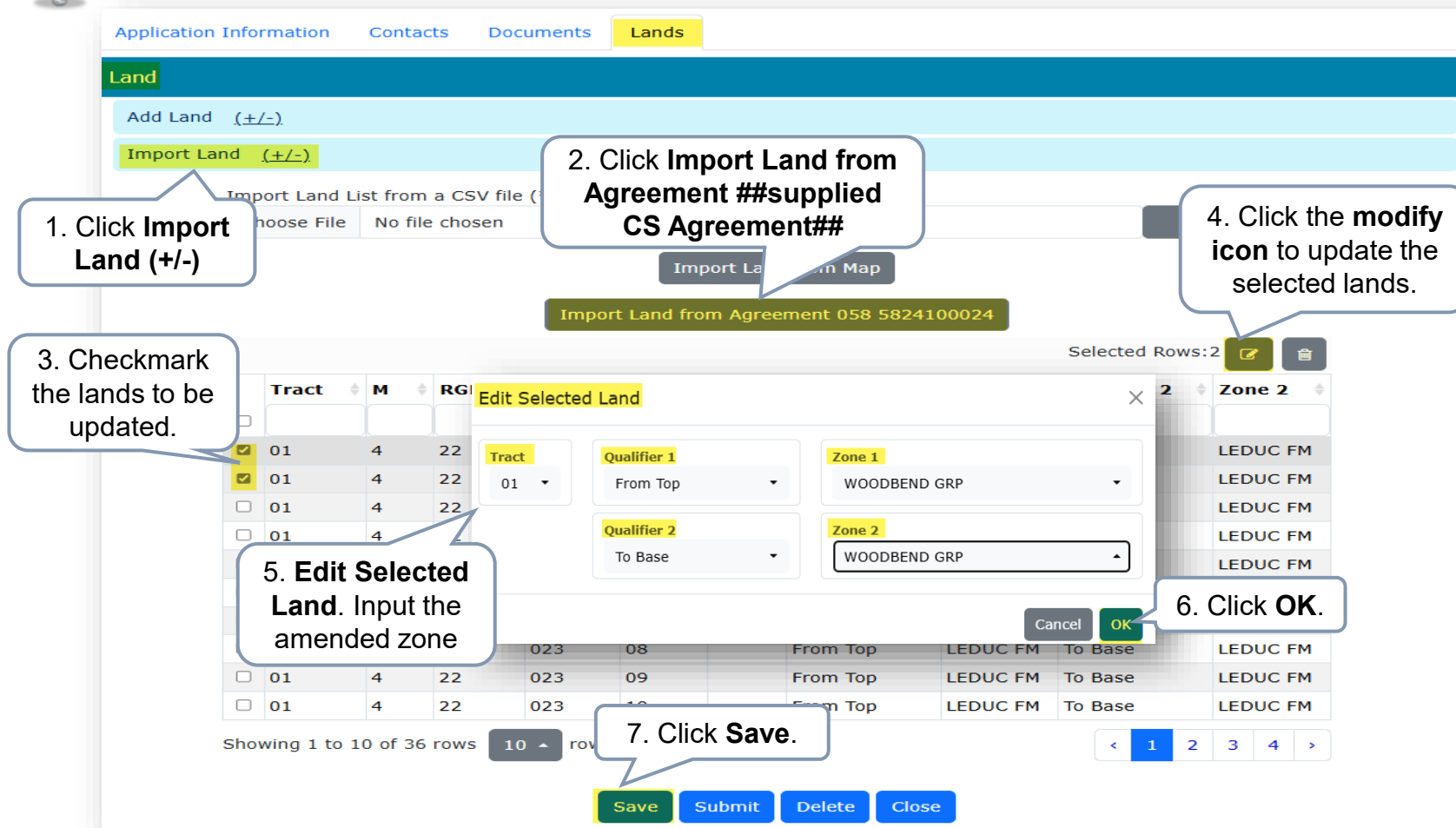
Fact	M	RGE	TWP	S	Carbon Sequestration	Qualifier 2	Zone 2
☒	01	4	22	023	0	Base	LEDUC FM
☒	01	4	22	023	0	Base	LEDUC FM
☒	01	4	22	023	0	Base	LEDUC FM
☒	01	4	22	023	0	Base	LEDUC FM
☒	01	4	22	023	0	Base	LEDUC FM
☐	01	4	22	023	06	From Top	LEDUC FM
☐	01	4	22	023	07	From Top	LEDUC FM
☐	01	4	22	023	08	From Top	LEDUC FM
☐	01	4	22	023	09	From Top	LEDUC FM
☐	01	4	22	023	10	From Top	LEDUC FM
☐	01	4	22	023	10	From Top	LEDUC FM

LANDS TAB – UPDATE ZONE INFORMATION

Update the zone information on existing lands, i.e. Qualifier 1, Zone 1, Qualifier 2, Zone 2, on existing lands.



Creator must import existing lands from the supplied CS Agreement.



1. Click Import Land (+/-)

2. Click Import Land from Agreement ##supplied CS Agreement##

3. Checkmark the lands to be updated.

4. Click the modify icon to update the selected lands.

5. Edit Selected Land. Input the amended zone

6. Click OK.

7. Click Save.

The screenshot shows the 'Lands' tab interface. At the top, there are tabs for 'Application Information', 'Contacts', 'Documents', and 'Lands'. Below these, there are buttons for 'Add Land (+/-)' and 'Import Land (+/-)'. A callout points to the 'Import Land (+/-)' button. Below this, there is a section for 'Import Land List from a CSV file' with a 'Choose File' button and a 'No file chosen' status. A callout points to the 'Import Land from Agreement ##supplied CS Agreement##' button. Below this, there is a table of lands with columns for 'Tract', 'M', and 'RGI'. A callout points to the 'Import Land from Agreement 058 5824100024' button. Below the table, there is a modal window titled 'Edit Selected Land' with fields for 'Tract', 'Qualifier 1', 'Zone 1', 'Qualifier 2', and 'Zone 2'. A callout points to the 'Edit Selected Land' modal. Below the modal, there is a table of lands with columns for 'Tract', 'M', 'RGI', 'Qualifier 1', 'Zone 1', 'Qualifier 2', 'Zone 2', and 'LEDUC FM'. A callout points to the 'LEDUC FM' column. Below the table, there is a 'Showing 1 to 10 of 36 rows' indicator and a '10' dropdown menu. A callout points to the 'Save' button at the bottom.

LANDS TAB – ADD NEW LANDS

Add new lands and specify zones on those new lands to the agreement.

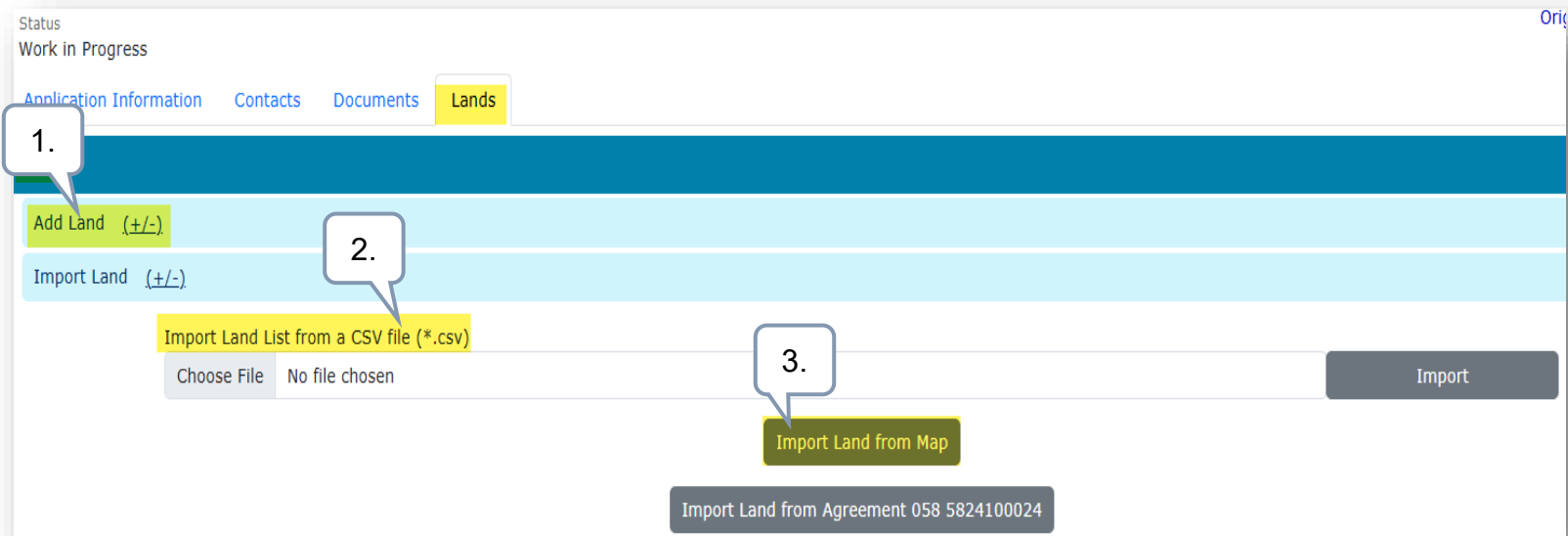
Adding lands have 3 options:

1. Add Land (+/-)

Import Land (+/-)

2. Import Land List from a CSV file (*.csv)

3. Import Land from Map (shapefile)



Status
Work in Progress

Application Information Contacts Documents **Lands**

1. Add Land (+/-)

Import Land (+/-)

2. Import Land List from a CSV file (*.csv)

Choose File No file chosen

3. Import Land from Map

Import

Import Land from Agreement 058 5824100024

LANDS TAB – ADD NEW LANDS

OPTION 1: ADD LAND (+/-)

Use this option if prefer to enter lands one landkey at a time.

1. Click **Add Land (+/-)**. The screen below appears.
2. Input the required information (flagged with asterisk and outlined in red)
3. Click **Add Land** to add the land into the grid. Required information inputted and added into the land grid.
4. Repeat previous steps to add remaining lands.
5. Click **Save**.

Status: Work In Progress [Original PDF Document](#)

Application Information Contacts Documents **Lands**

Land

Add Land 1. Please use the Add Button to insert land into the grid

Tract: 01
 * Meridian: 4
 * Range: 22
 * Township: 021
 Section: 01
 QS/LSD: Please select

* Qualifier 1: From Top
 * Zone 1: LEDUC FM
 * Qualifier 2: To Base
 * Zone 2: LEDUC FM

2.

Add Land **Clear**

Import Land (+/-)

Selected Rows: 0

	Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
☐										
☐	01	4	22	021	01		From Top	LEDUC FM	To Base	LEDUC FM
☐	01	4	22	023			From Top	WOODBEND GRP	To Base	WOODBEND GRP
☐	01	4	22	023			From Top	WOODBEND GRP	To Base	WOODBEND GRP

3.

Save **Submit** **Delete** **Close**

LANDS TAB – ADD NEW LANDS

OPTION 2: IMPORT LAND LIST FROM A CSV FILE (*.csv)

1. Create a **.csv file**. The format must be as follows:
Tract, M, RGE, TWP and SEC.
2. To import, **navigate to the ETS request/ Lands tab.**
3. Click **Import Land (+/-)**.
4. Click **Choose File** to browse the .csv file on your personal computer.
5. Navigate to the **File Explorer** and select the **.csv file** and click **Open**.
The file is now chosen.
6. Click **Import** to add the lands into the grid.
7. Click **Save**.

1.

	A	B	C	D	E
1	Tract	M	RGE	TWP	SEC
2			4	22	21
3			4	22	21
4			4	22	21

Status
Work in Progress

Application Information Contacts Documents **Lands**

Land

Add Land (+/-)

Import Land (+/-)

Import Land List from a CSV file (*.csv)

Choose File Add Lands.csv

Import

Import Land from Map

Import Land from Agreement 058 5824100024

Selected Rows: 0

	Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
☐										
☐	01	4	22	021	01		From Top	LEDUC FM	To Base	LEDUC FM
☐	01	4	22	021	02					
☐	01	4	22	021	03					
☐	01	4	22	021	04					
☐	01	4	22	023	01		From Top	WOODBEND GRP	To Base	WOODBEND GRP
☐	01	4	22	023	02		From Top	WOODBEND GRP	To Base	WOODBEND GRP

Save Submit Delete Close

2.

3.

4.

5.

6.

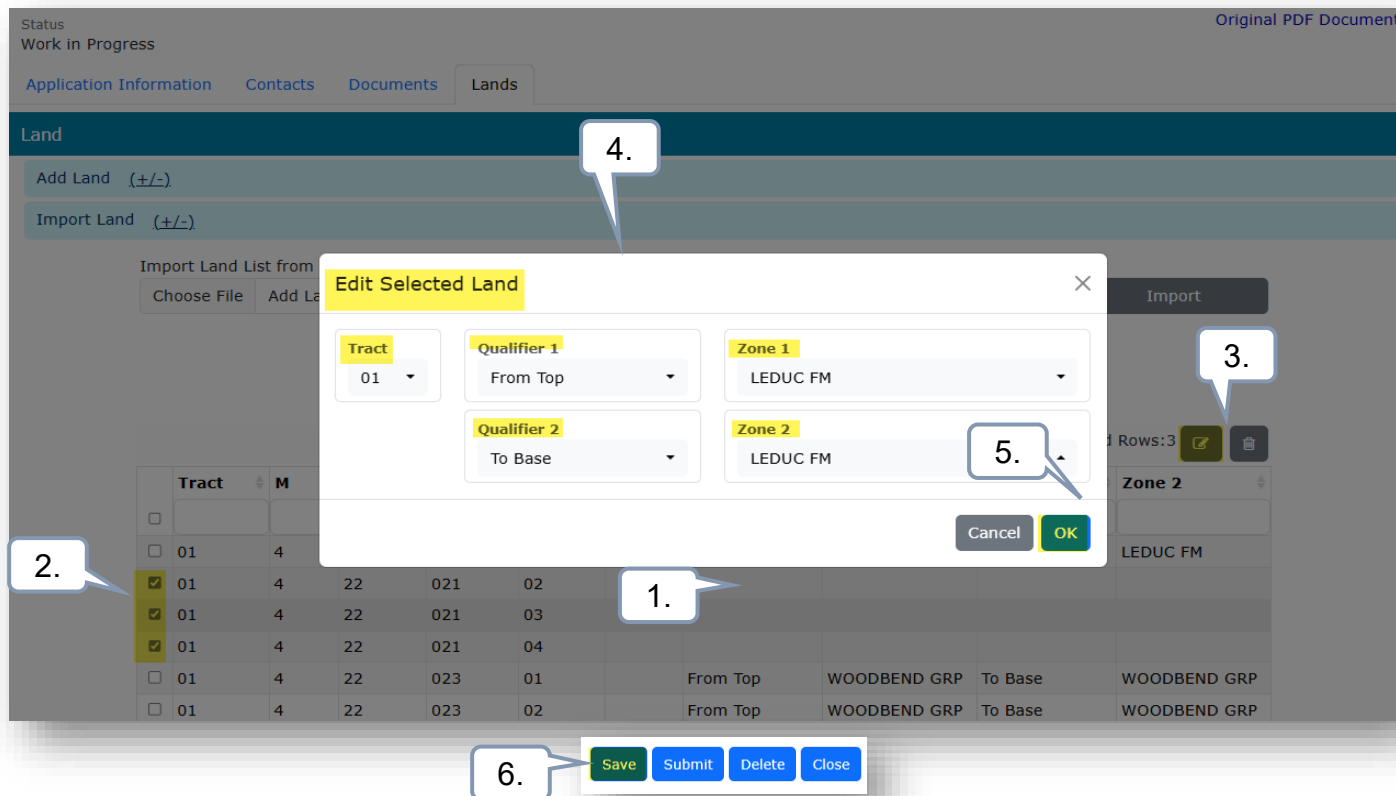
6.

7.

LANDS TAB – ADD NEW LANDS

OPTION 2: IMPORT LAND LIST FROM A CSV FILE (*.csv) – EDIT LANDS

1. Lands are now added into the grid. **Qualifiers and Zones** are required.
2. Select all landkeys. **Checkmark the new added lands.**
3. Click the **modify landkey icon**. Edit Selected Land box appears.
4. “Edit Selected Land” box appears. Add the **Qualifiers and Zones**.
5. Click **OK**.
6. Click **Save**.



The screenshot displays the 'Lands' tab in the application. A table lists land parcels with columns for Tract, M, and various qualifiers. Three parcels are selected, indicated by checkmarks in the first column. A modal titled 'Edit Selected Land' is open, allowing users to edit the selected land's details. The modal includes dropdown menus for Tract, Qualifier 1, Qualifier 2, Zone 1, and Zone 2. The 'OK' button is highlighted with a callout. Below the table, a 'Save' button is highlighted with a callout.

Land

Add Land (+/-)

Import Land (+/-)

Import Land List from

Choose File Add Land

Edit Selected Land

Tract: 01

Qualifier 1: From Top

Qualifier 2: To Base

Zone 1: LEDUC FM

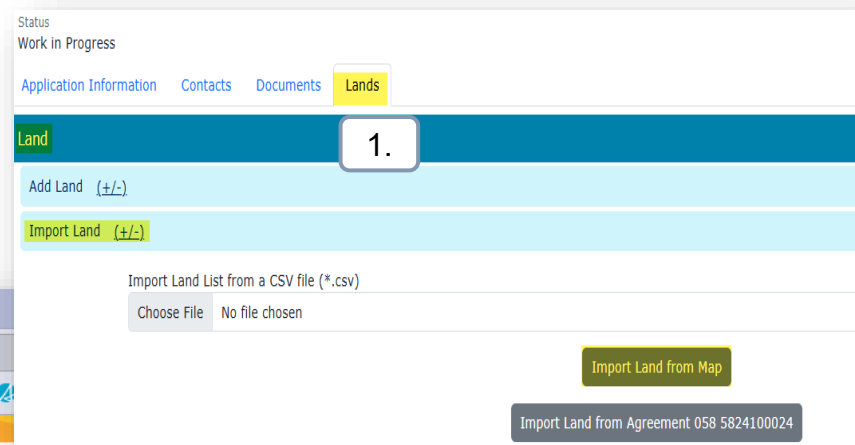
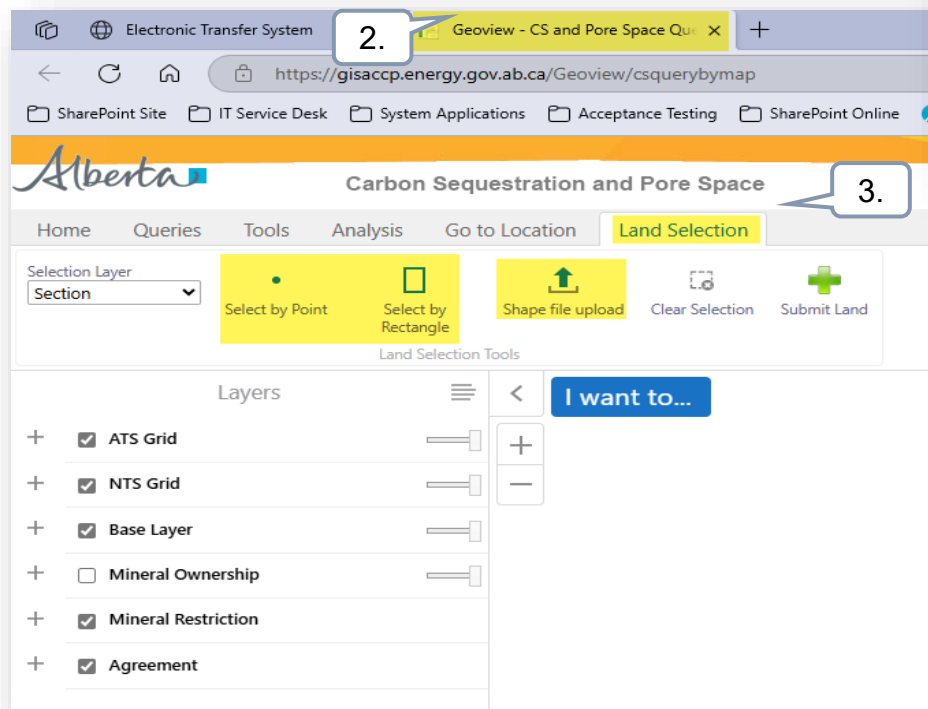
Zone 2: LEDUC FM

Cancel OK

Save Submit Delete Close

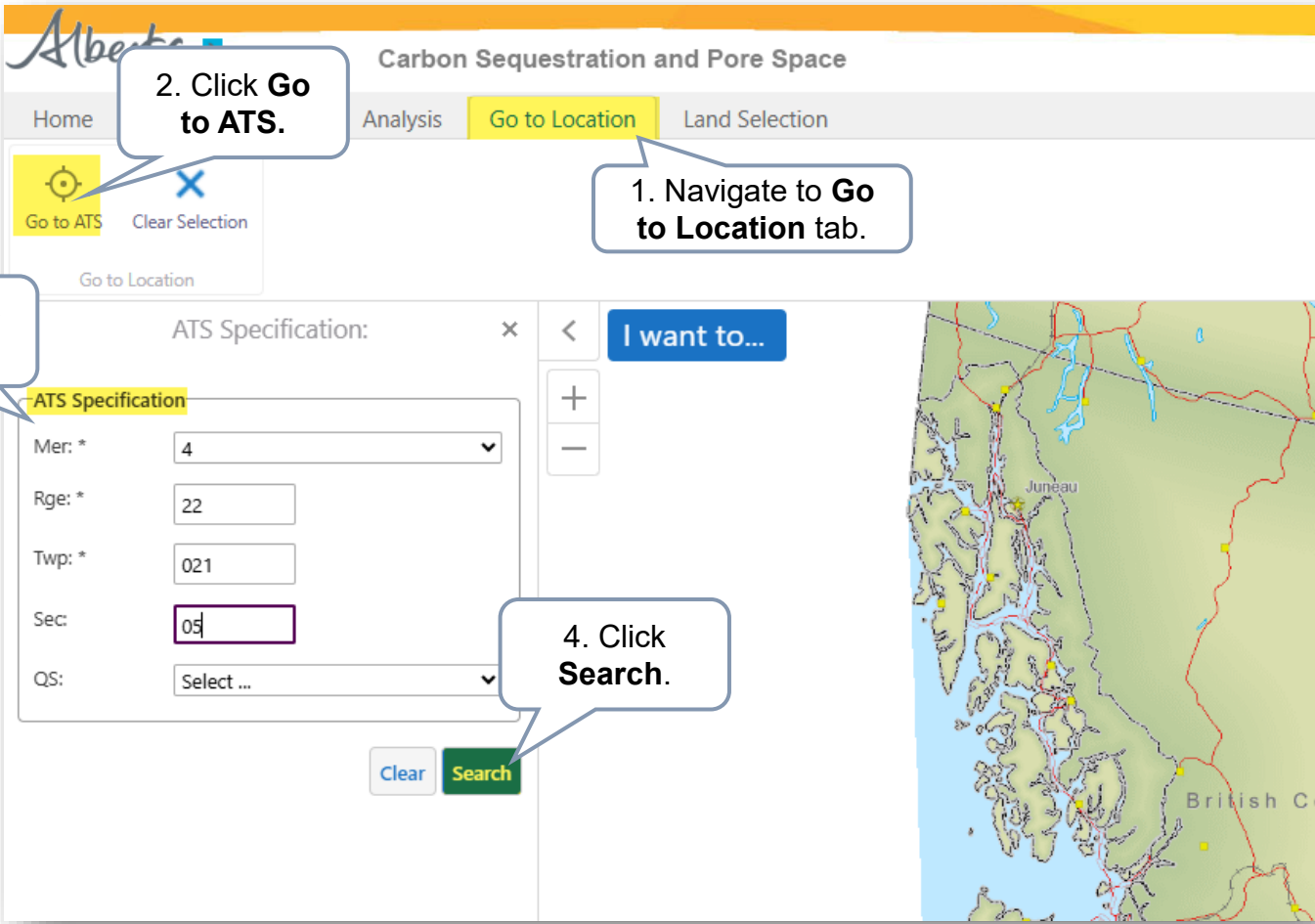
LANDS TAB – ADD NEW LANDS OPTION 3: IMPORT LAND FROM MAP

1. Click **Import Land (+/-)**/ **Import Land from Map**
2. Geoview – Carbon Sequestration and Pore Space Query map is opened on a new browser page.
3. Under Land Selection tab, there are 2 option to import land from Map: selecting the lands directly from the map (Select by Point or Select by Rectangle) or shape file upload.



LANDS TAB – ADD NEW LANDS

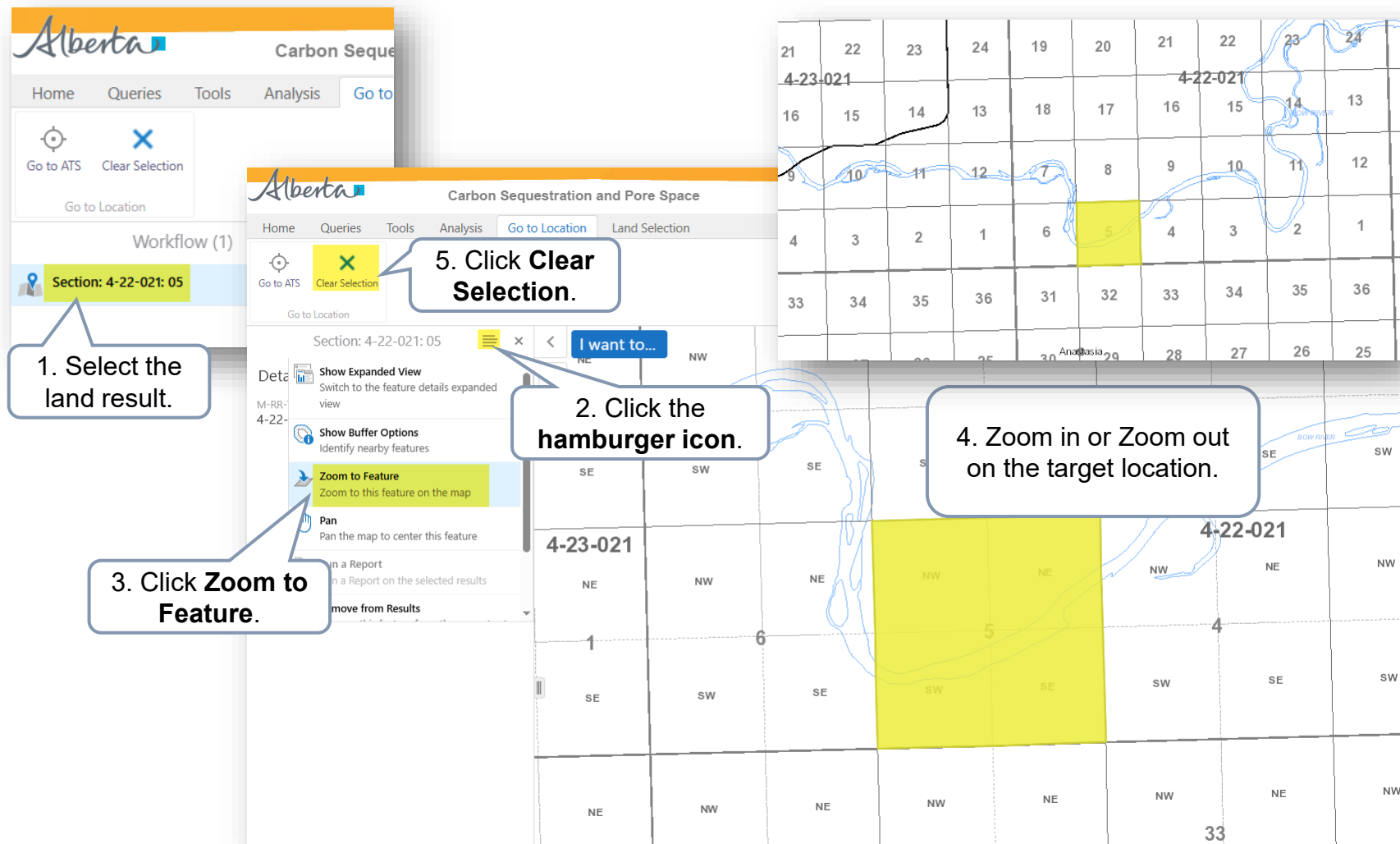
OPTION 3: IMPORT LAND FROM MAP – NAVIGATE TO THE TARGET LOCATION



The screenshot shows the 'Carbon Sequestration and Pore Space' application interface. The 'Go to Location' tab is selected in the top navigation bar. A callout points to the 'Go to Location' button in the top bar, labeled '1. Navigate to Go to Location tab.' Another callout points to the 'Go to ATS' button in the left sidebar, labeled '2. Click Go to ATS.' A third callout points to the 'ATS Specification' form, labeled '3. Input the landkey.' The form contains fields for Mer: * (4), Rge: * (22), Twp: * (021), Sec: (05), and QS: (Select ...). A callout points to the 'Search' button at the bottom of the form, labeled '4. Click Search.' The right side of the interface shows a map of the region, with a blue button labeled 'I want to...' above it.

LANDS TAB – ADD NEW LANDS

OPTION 3: IMPORT LAND FROM MAP – NAVIGATE TO THE TARGET LOCATION



The screenshot shows the 'Carbon Sequestration and Pore Space' application interface. The top navigation bar includes 'Home', 'Queries', 'Tools', 'Analysis', and 'Go to Location'. The 'Go to Location' button is highlighted. Below the navigation bar, the 'Workflow (1)' section shows 'Section: 4-22-021: 05'. The main map area displays a grid of land sections, with section 5 highlighted in yellow. A callout box labeled '5. Click Clear Selection.' points to the 'Clear Selection' button in the top navigation bar. Another callout box labeled '1. Select the land result.' points to the 'Section: 4-22-021: 05' in the workflow section. A third callout box labeled '2. Click the hamburger icon.' points to the hamburger menu icon in the top navigation bar. A fourth callout box labeled '3. Click Zoom to Feature.' points to the 'Zoom to Feature' button in the left sidebar. A fifth callout box labeled '4. Zoom in or Zoom out on the target location.' points to the zoom controls in the bottom right corner of the map area.

1. Select the land result.

2. Click the hamburger icon.

3. Click Zoom to Feature.

4. Zoom in or Zoom out on the target location.

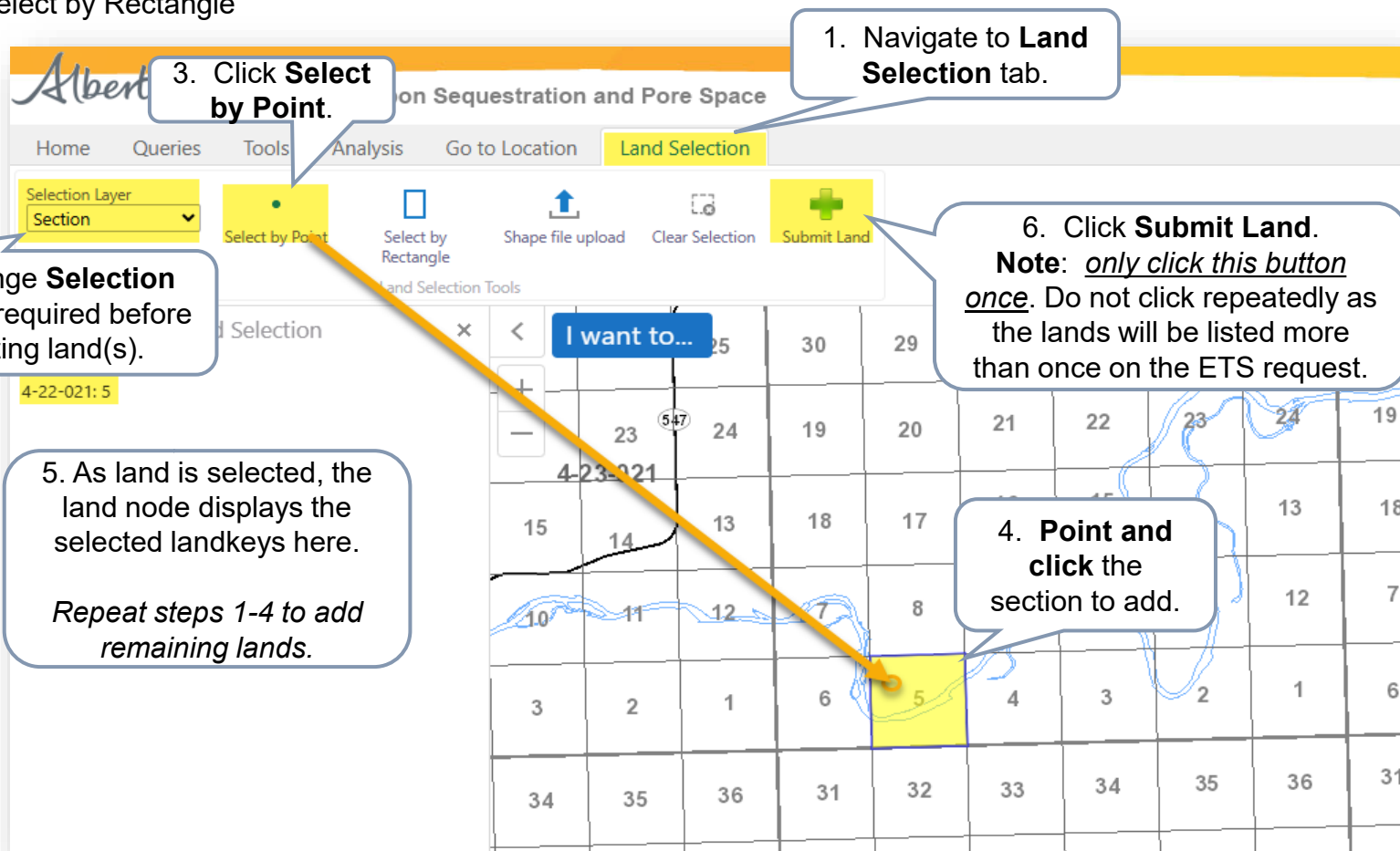
5. Click Clear Selection.

LANDS TAB – ADD NEW LANDS

OPTION 3A: IMPORT LAND FROM MAP – ADD LAND - SELECT BY POINT

Once a target location is searched, add the land. There are 2 options:

1. **Select by Point** (use this option if selecting lands not adjacent to each other.)
2. Select by Rectangle



The screenshot shows the 'Land Selection' tab of the Alberta Land Selection application. The interface includes a navigation bar with 'Home', 'Queries', 'Tools', 'Analysis', 'Go to Location', and 'Land Selection'. Below the navigation bar, there are buttons for 'Select by Point', 'Select by Rectangle', 'Shape file upload', 'Clear Selection', and 'Submit Land'. A 'Selection Layer' dropdown menu is set to 'Section'. The main map area displays a grid of land sections, with one section (4-22-021: 5) highlighted in yellow. A blue line indicates a river or boundary. A blue box with the text 'I want to...' is overlaid on the map. An orange arrow points from the 'Select by Point' button to the highlighted section on the map.

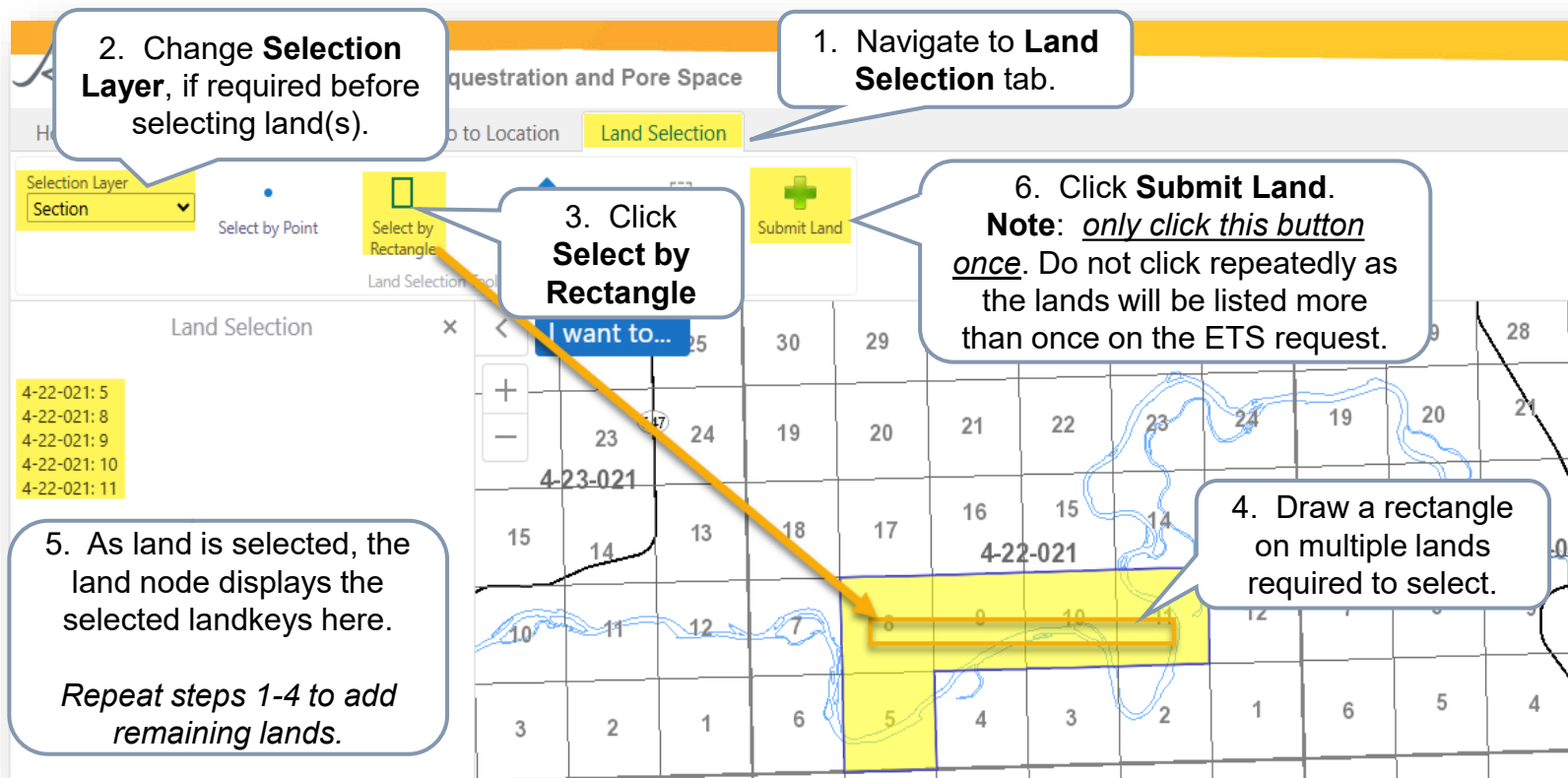
1. Navigate to **Land Selection** tab.
2. Change **Selection Layer**, if required before selecting land(s).
3. Click **Select by Point**.
4. **Point and click** the section to add.
5. As land is selected, the land node displays the selected landkeys here.
Repeat steps 1-4 to add remaining lands.
6. Click **Submit Land**.
Note: only click this button once. Do not click repeatedly as the lands will be listed more than once on the ETS request.

LANDS TAB – ADD NEW LANDS

OPTION 3A: IMPORT LAND FROM MAP – ADD LAND - SELECT BY RECTANGLE

Once a target location is searched, add the land. There are 2 options:

1. Select by Point
2. **Select by Rectangle** (use this if selecting adjacent lands.)



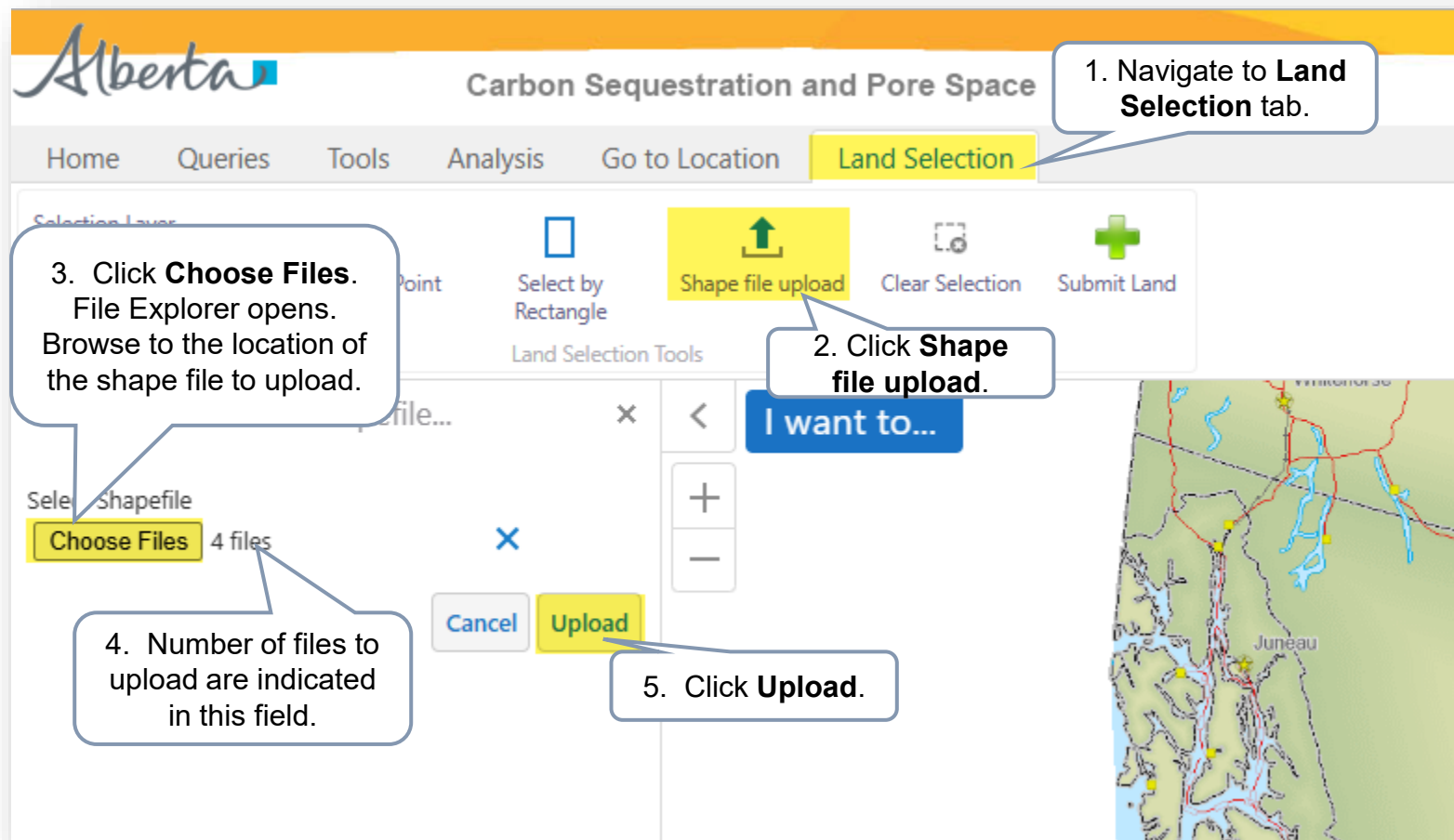
The screenshot shows the 'Land Selection' tab in the Geoview application. The interface includes a 'Selection Layer' dropdown set to 'Section', a 'Select by Point' button, a 'Select by Rectangle' button (highlighted with a yellow box), and a 'Submit Land' button (highlighted with a green box). A map displays a grid of land sections with a yellow rectangle drawn over several sections. A list on the left shows selected landkeys: 4-22-021: 5, 4-22-021: 8, 4-22-021: 9, 4-22-021: 10, and 4-22-021: 11. A blue box with the text 'I want to...' is also visible.

1. Navigate to **Land Selection** tab.
2. Change **Selection Layer**, if required before selecting land(s).
3. Click **Select by Rectangle**
4. Draw a rectangle on multiple lands required to select.
5. As land is selected, the land node displays the selected landkeys here.
Repeat steps 1-4 to add remaining lands.
6. Click **Submit Land**.
Note: only click this button once. Do not click repeatedly as the lands will be listed more than once on the ETS request.

Once lands added are submitted from the Geoview map, the lands are loaded back into the ETS request land grid.
Added new lands must edit the zones/qualifiers. Refer to Slide 22 Edit Rights.

LANDS TAB – ADD NEW LANDS

OPTION 3B: IMPORT LAND FROM MAP – SHAPE FILE UPLOAD



1. Navigate to **Land Selection** tab.

2. Click **Shape file upload**.

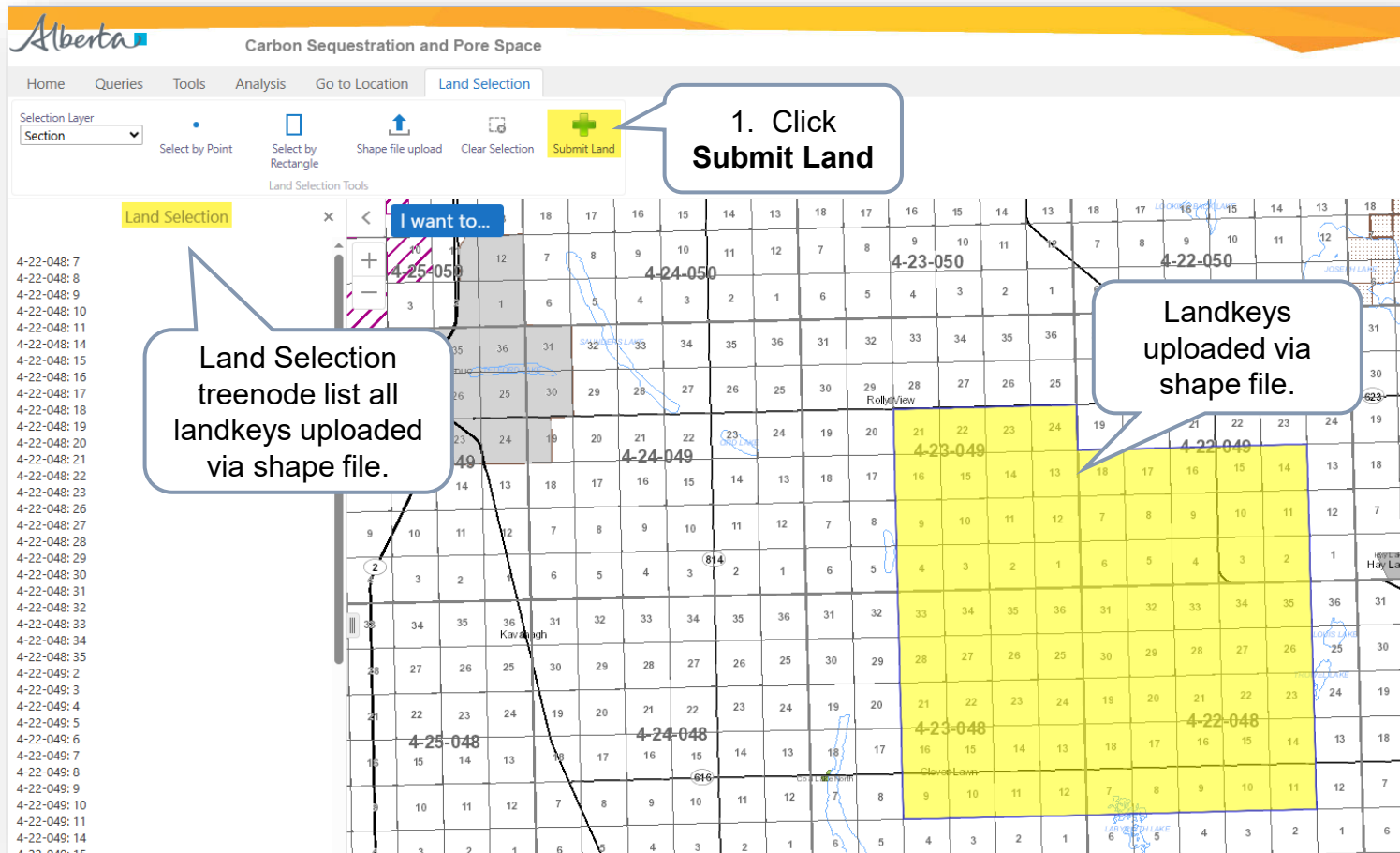
3. Click **Choose Files**.
File Explorer opens.
Browse to the location of the shape file to upload.

4. Number of files to upload are indicated in this field.

5. Click **Upload**.

LANDS TAB – ADD NEW LANDS

OPTION 3B: IMPORT LAND FROM MAP – SHAPE FILE UPLOAD



The screenshot shows the 'Carbon Sequestration and Pore Space' application interface. The 'Land Selection' tab is active, displaying a map grid with landkeys. A list of landkeys is visible on the left side of the map. A callout box points to the 'Submit Land' button, and another callout box points to the 'Landkeys uploaded via shape file' text. A third callout box points to the 'Land Selection treenode list all landkeys uploaded via shape file' text.

1. Click **Submit Land**

Landkeys uploaded via shape file.

Land Selection treenode list all landkeys uploaded via shape file.

Once lands added are submitted from the Geoview map, the lands are loaded back into the ETS request land grid. **Added new lands must edit the zones/qualifiers. Refer to Slide 22 Edit Rights.**

VALIDATION ERRORS – ERRORS IN LAND GRID

Any validation errors are displayed at the top of the application in red. These require attention before proceeding to the next step of the application.

Validation error: One or more Qualifier fields are empty
Refer to Slide 22 'Edit Selected Lands'.

- Errors in Land Grid. Please check land tab.

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work in Progress Original PDF Document

[Application Information](#)
[Contact](#)
[Client](#)
[Documents](#)
[Lands](#)

Land

Add Land (+/-)

Import Land (+/-)

⚠ Selected Rows: 3

✎

🗑

	Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2	Error
☒											
☒	01	4	08	019	01						One or more Qualifier fields are empty
☒	01	4	08	019	02						One or more Qualifier fields are empty
☒	01	4	08	019	03						One or more Qualifier fields are empty

Showing 1 to 3 of 3 rows

Save

Submit

Delete

Close

APPLICATION SUMMARY REPORT

The Original PDF Document link is the application summary report. It contains all data entered on the application. This tool is useful to review the entire application before submitting the application.



ELECTRONIC TRANSFER SYSTEM
ORIGINAL REQUEST 531314

Page: 1
February 23, 2025 9:30:40 PM

Application Type: Location Amendment
Company:
Creator: EA1255
Agreement Number: 058 5824100024
Comments:

Contact Information
Job Title: Tester
First Name: Peter
Surname: Parker
Office Phone Number: 7804229249
Office Phone Number Extension:
Email Address: energy.sequestrationhelpdesk@gov.ab.ca

Proper Signing Authority
Job Title: CEO
First Name: Robin
Surname: Williams

Technical Contacts
Technical Contact Floyd Smith
Title of Technical Contact Engineer
Phone 999-999-9999
Email floyd@test.com

Documents
Proposal Document
File Name: R531314.CST_HUB_PLAN.20250222230029.CS Testing Word Document.pdf
Supplementary Document Uploads
File Name: R531314.CST_SUPPLEMENTARY.20250222230047.CS Testing Excel Document.xlsx
File Name: R531314.CST_SUPPLEMENTARY.20250222230047.CS Testing Word Document.pdf
File Name: R531314.CST_SUPPLEMENTARY.20250222230047.Test - Supplementary Document.pdf

Lands
Lands - Added:

Tract M	RGE	TWP	SEC	QS	Qualifier1	Zone 1	Qualifier2	Zone 2
01	4	22	021	01	From Top	LEDUC FM	To Base	LEDUC FM
01	4	22	021	02	From Top	LEDUC FM	To Base	LEDUC FM
01	4	22	021	03	From Top	LEDUC FM	To Base	LEDUC FM
01	4	22	021	04	From Top	LEDUC FM	To Base	LEDUC FM

Lands - Removed:

Tract M	RGE	TWP	SEC	QS	Qualifier1	Zone 1	Qualifier2	Zone 2
01	4	22	023	03	From Top	LEDUC FM	To Base	LEDUC FM

Lands - Modified Zone:

Tract M	RGE	TWP	SEC	QS	Qualifier1	Zone 1	Qualifier2	Zone 2
01	4	22	023	03	From Top	LEDUC FM	To Base	LEDUC FM



ELECTRONIC TRANSFER SYSTEM
ORIGINAL REQUEST 531314

Page: 2
February 23, 2025 9:30:40 PM

Application (531314)
Click **Original PDF Document** link (top right of the form) to generate the report.

File Name: R531314.CST_SUPPLEMENTARY.20250222230047.Test - Supplementary Document.pdf

Lands
Lands - Added:

Tract M	RGE	TWP	SEC	QS	Qualifier1	Zone 1	Qualifier2	Zone 2
01	4	22	021	01	From Top	LEDUC FM	To Base	LEDUC FM
01	4	22	021	02	From Top	LEDUC FM	To Base	LEDUC FM
01	4	22	021	03	From Top	LEDUC FM	To Base	LEDUC FM
01	4	22	021	04	From Top	LEDUC FM	To Base	LEDUC FM

Lands - Removed:

Tract M	RGE	TWP	SEC	QS	Qualifier1	Zone 1	Qualifier2	Zone 2
01	4	22	023	03	From Top	LEDUC FM	To Base	LEDUC FM

Lands - Modified Zone:

Tract M	RGE	TWP	SEC	QS	Qualifier1	Zone 1	Qualifier2	Zone 2
01	4	22	023	03	From Top	LEDUC FM	To Base	LEDUC FM

The report also contains Land information pertaining to the location amendment.

SUBMIT APPLICATION

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status: Work in Progress Original PDF Document

Application Information | Contacts | Documents | Lands

Land

Add Land (+/-)

Import Land (+/-)

Carbon Sequestration

Application has been submitted.

OK

3. Click **OK**

Carbon Sequestration

Are you sure you want to submit?

No Submit

2. Click **Submit**

Carbon Sequestration

Validating Application... Please wait

1. Click **Submit**

Tract	M	RGE	TWP	SEC	OS	Qualifier 1	Zone 1
☐							
☐ 01	4	23	073				WABAMUN GRP
☐ 01	4	23	073				WABAMUN GRP
☐ 01	4	23	073				WABAMUN GRP
☐ 01	4	23	073				WABAMUN GRP
☐ 01	4	23	073	19	NW	From Top	WABAMUN GRP
☐ 01	4	23	073	19	SW	From Top	WABAMUN GRP
☐ 01	4	23	073	20		From Top	WABAMUN GRP
☐ 01	4	23	073	21	NE	From Top	WABAMUN GRP
☐ 01	4	23	073	21	NW	From Top	WABAMUN GRP
☐ 01	4	23	073			From Top	WABAMUN GRP

Showing 1 to 10 of 14 rows 10 rows per page

Save Submit Delete Close

Delete (deletes entire application) is available when the request Status is at Work in Progress.
Close (closes application).

WITHDRAW APPLICATION

The Withdraw button is only available when the Status is at Submitted.

The creator or submitter has the option to withdraw the application during the duration of the status of Submitted.

When the request status is changed from Submitted to Processing, the Withdraw button is no longer available.

Status

Submitted

Original PDF Document

Application Information

Contacts

Documents

Lands

Land

Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
01	4	23	073	15	NE	From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	15	NW	From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	15	SE	From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	16	NW	From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	16	SE	From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	17		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	18	NE	From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	18	SE	From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	19	NE	From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	19	NW	From Top	WABAMUN GRP	To Base	WABAMUN GRP

Showing 1 to 10 of 887 rows

10 rows per page

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1

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...

89

>

Save

Withdraw

WORK IN PROGRESS

The Work in Progress screen contains all different status depending on the state of each ETS Request. To search all ETS requests, select the **Find** icon on the Work in Progress screen.

User can also narrow the search by the following search parameters: **Status**, **Request Number**, **Start Date** and **End Date**.



- ETS Home
- About ETS
- Contacts
- Request Status
- Land Searches
- Crown Mineral Activity
- Unit Agreement Exhibit A
- Transfers
- Carbon Sequestration Tenure**
 - Carbon Sequestration Agreement Appl
 - Carbon Sequestration Evaluation Agree
 - Location Amendment
 - Pore Space Lease Application
 - Assignment of Agreement
 - Work In Progress**
- Upload Documents
- Account
- Encryption
- Reports
- User Training



Work in Progress

Status
Please select

Request Number

Start Date

End Date

Find

Request	Application Type	Status	Creator	Last Update Date	Documents
531314	Location Amendment Application	Work in Progress	EA1255	2025/02/22 11:00 PM	View
531313	Location Amendment Application	Client Cancelled	EA1255	2025/02/22 10:58 PM	View
531287	Location Amendment Application	Client Cancelled	EA1255	2025/02/22 08:30 PM	View
531286	Location Amendment Application	Client Cancelled	EA1255	2025/02/22 08:30 PM	View
530968	Assignment Application	Processing	EA1255	2025/02/10 03:40 PM	View
530965	Location Amendment Application	Processing	EA1255	2025/02/10 03:05 PM	View
530964	Location Amendment Application	Processing	EA1255	2025/02/10 03:05 PM	View

WORK IN PROGRESS – continued...

Work in Progress

The creator can modify and save the form.

Submitted

The creator or submitter has Submitted the form.

Processing

The request has been submitted to Alberta Energy and Minerals. Only the contact information can be modified at this point. The rest of the application is read-only.

Completed

Application has been completed and agreements documents have been issued.

Client Withdrawn

Client has withdrawn the ETS application. This notifies Alberta Energy and Minerals they no longer want to proceed with the application.

Department Rejected

Alberta Energy and Minerals has rejected the client's requested application.

WORK IN PROGRESS – View Documents

User has the option to view all documents for the corresponding ETS request. The Application Documents box list all attached documents from the application.

Work in Progress

Status

Please select

Request Number

Start Date

End Date

Application Documents

File Name	Documents
Original Document	View/Download
Hub Development Plan	View/Download
Supplementary	View/Download

2. Click
View/Download

Close

Request	Application Type	Status	Creator	Last Update Date	
530609	Assignment Application	Work in Progress	EA1255	2025/01/29 11:40 AM	View
530608	Agreement Application	Submitted	EA1255	2025/02/03 02:12 PM	View
530324	Agreement Application	Work in Progress	EA1255	2025/01/22 08:51 AM	View
530323	Location Amendment Application	Completed	EA1255	2025/01/23 06:15 AM	View
529143	Pore Space Application	Processing	EA1255	2025/01/15 02:35 PM	View

1. Click **View**

Congratulations!

**You have completed the
Location Amendment
Online Training Course**

If you have any comments or questions on this training course,
please forward them to:
energy.sequestrationhelpdesk@gov.ab.ca

