

LEGAL NOTICE GUIDE

**THROUGH 2011
LEGISLATIVE SESSION**

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OKLAHOMA PRESS ASSOCIATION

3601 N. LINCOLN BLVD., OKLAHOMA CITY, OK 73105

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TABLE OF CONTENTS

How to Use This Guide; Need for Public Notices	Page 2
Definition of a Legal Newspaper	Page 3
Other Frequently Used Sections of Oklahoma Statute Title 25	Page 4
Sample Proof of Publication	Page 5
How to Count Legals; Fees	Page 6
Tabular Line Pricing for Multiple Columns	Page 7
Pricing Maps in Legal Notices	Page 8
Pricing Alcoholic Beverage License Legal Notices.....	Page 9

STATUTORY TITLES

(Organized by Oklahoma Statutes)

Agriculture	Pages 10-11	Liens	Page 44
Aircraft and Airports	Page 12	Marriage and Family	Page 44
Amusements and Sports	Page 12	Mines and Mining	Page 45
Animals	Page 12	Mortgages	Page 46
Banks and Trust Companies	Pages 13-14	Motor Vehicles.....	Page 46
Cemeteries.....	Page 14	Oil and Gas	Page 47
Children	Page 15	Poor Persons.....	Page 48
Cities and Towns	Pages 16-23	Probate Procedures	Pages 49-52
Civil Procedure.....	Pages 24-25	Property.....	Page 53
Corporation Commission.....	Page 26-27	Public Buildings and Public Works	Page 54
Corporations	Pages 27-29	Public Finance	Pages 54-57
Counties and County Officers	Pages 30-39	Public Health and Safety	Pages 57-58
Courts	Page 40	Public Lands	Pages 59
Criminal Procedure	Page 40	Railroads	Page 60
Damages	Page 40	Records	Page 60
Debtor and Creditor.....	Page 41	Revenue and Taxation	Pages 61-63
Elections	Page 41	Roads, Bridges and Ferries	Pages 64-65
Environment and Natural Resources	Page 41	Schools	Pages 66-67
Game and Fish.....	Page 42	State Capital and Capitol Building	Page 68
Guardian and Ward	Page 42	State Government	Pages 68-69
Initiative and Referendum	Page 43	Statutes and Reports.....	Page 69
Intoxicating Liquors.....	Page 43	Water and Water Rights.....	Pages 70-72
Labor	Page 44		

HOW TO USE THIS GUIDE

Many laws, regulations, and ordinances passed by federal, state, and local governments require a publication in a legal newspaper. This Legal Notice Digest is intended solely as a guide to the requirements imposed by one of these governments in one area: state statutory law through the 2011 Legislative Session. This guide includes most publication requirements imposed by state statute as well as information about how to count legal notices and create proofs of publication. It does not, however, cover federal or local laws, regulations, ordinances, or resolutions nor state resolutions or regulations. You can print the PDF files for easy reference and return to this website for continuing updates.

A newspaper cannot and should not give legal advice. OPA's Legal Notice Digest is not legal authority, but merely information to help newspapers better serve their customers. The customer is responsible for ordering a publication that meets state statutory or other legal requirements. This resource can provide guidelines to facilitate knowledgeable discussion with customers who order publications required by state statutory law.

NEED FOR PUBLIC NOTICES

Why do we need public notices?

Citizens must have access to information concerning government activities and civil proceedings. Legal notices published in newspapers provide this opportunity since the public has a right to know. These publications are an effective instrument because they have become the traditional source of public notices. Newspapers function as a neutral third party and are objective in their publishing of legal notices.

Three Types of Public Notices:

- 1. CITIZEN PARTICIPATION NOTICES** allow the public the time and opportunity to respond to proposed government action. These notices also fulfill the requirement of "prior notice required for due process of law" found in Federal and State constitutions. Such notices include notices of public hearings, intentions to create new taxation or benefit zones, and publication of local budgets.
- 2. BUSINESS AND COMMERCE NOTICES** are related to government contracts and purchases. Such notices verify that the government is following the principles of equal opportunity and allow the public to verify that the government is not misusing taxpayers' money.
- 3. COURT NOTICES** are prepared by non-governmental bodies. Notices to creditors, and claims on probated estates serve as notification to the public and allow time for a response, objection or assertion of a claim.

MESSAGE

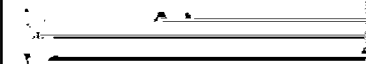
*from the Oklahoma Press Association's
Executive Vice President*

Dictators and tyrants don't do public notice. They don't have budget hearings, or delinquent tax lists, or take bids before expenditure of public funds. There are no warning or accountability notices in a world governed by despots. However, in our system the government warns the governed when it is about to take action that affects their life, liberty or pursuit of happiness. It has been that way since the Founding Fathers penned the Declaration of Independence, and will continue as long as the people expect warnings and accountability from their government.

Legal notices are important and should be handled with care. Newspapers, public bodies and persons placing legal notices must remember this simple truth.

OPA receives many calls about legals. This guide should help answer questions about state laws, definition of a legal newspaper, what public bodies are required to pay, and more. OPA has published this information in years past and began making it available on the OPA Web site in 2006. We hope you find it easy to use and understand.

We must not underestimate the importance of public notices and the care with which they should be handled. The public depends on us.


Mark Thomas,
OPA Executive Vice President

FEDERAL NOTICES

For Federal Notices, check:
United States Code Annotated
Code of Federal Regulations
Federal Register

STATE NOTICES

Statutes (*Covered in this publication*)
Regulations
(*See* 75 O.S. §§ 250-327, which applies to all State agencies except those exempted.
See 75 O.S. § 250.4).

COUNTY NOTICES

Any county-specific notice requirements should be kept by the County Clerk.
See 19 OS §§ 243-246.
These should be rare because the powers of the County Commissioners are limited.
See 19 OS § 339.

CITY NOTICES

Cities pass various forms of legislation, including ordinances and resolutions, and may also adopt various rules and regulations. *See* 11 OS §13-109, 11 OS §§ 14-101 through 14-110. Check with the municipal clerk or the mayor's office

DEFINITION OF A LEGAL NEWSPAPER

Title 25, Okla. Statute 106

(Effective November 1, 1983)

No legal notice, advertisement, or publication of any kind required or provided for by the laws of this state to be published in a newspaper shall have force or effect unless published in a legal newspaper of the county. A legal newspaper of the county is any newspaper which, during a period of one hundred four (104) consecutive weeks immediately prior to the first publication of such notice, advertisement or publication:

1. has maintained a paid general subscription circulation in the county; and
2. has been admitted to the United States mails as paid second-class mail matter; and
3. has been continuously and uninterruptedly published in the county.

If there is no legal newspaper in a county, then all legal notices, advertisements, or publications of any kind required or provided for by the laws of this state shall be published in a legal newspaper in an adjoining county of this state, which newspaper has general circulation in the county or political subdivision in which such notice is required.

Nothing in this section shall invalidate the publication of such legal notices, advertisements, or publications in a newspaper which has moved its place of publication from one location in the county to another location in the same county without breaking the continuity of its regular issues for the requisite length of time, or the name of which may have been changed when said change of location was made as permitted by United States postal laws and regulations.

Failure to issue or publish said newspaper for a period of fourteen (14) days due to fire, accident or another unforeseen cause, or by reason of the pendency of mortgage foreclosure, attachment, execution, or other legal proceedings against the type, presses, or other personal property used by the newspaper, shall not be deemed a failure to maintain continuous and consecutive publication as required by the provisions of this section, nor shall said failure invalidate the publication of a notice otherwise valid.

Failure to issue or publish a newspaper qualified to publish legal notices, advertisements, or publications of any kind, for a period totaling not more than fourteen (14) consecutive days during a calendar year shall not be deemed a failure to maintain continuous and consecutive publication as required by the provisions of this section, nor shall said failure invalidate the publication of a notice otherwise valid.

Laws 1943, p. 85, § 1; Laws 1949, p. 213, § 1; Laws 1967, c. 63, §1, eff. April 17, 1967; Laws 1969, c. 43, § 1 emerg. eff. Feb. 20, 1969; Laws 1973, c. 5, § 1, emerg. eff. March 6, 1973; Laws 1983, c. 22, § 1, eff. Nov. 1, 1983.

ATTORNEY GENERAL OPINIONS

1981 OK AG 181, ¶ 5

“It is ... the official opinion of the Attorney General that in order to qualify to publish an effective legal notice under 25 O.S. Supp. 1973, § 106 (1973), a newspaper must not only be published for one-hundred four (104) consecutive weeks immediately prior to the publication of the notice, but must also for that same period, meet the other qualifications set out in Subsection (a) through (d) of that statutory section.”

2002 OK AG 10, ¶ 25

“1. ‘admitted to the United States mails as paid second class mail matter’ refers to periodicals publications.

“2. A newspaper cannot be a legal newspaper in more than one county in this State when the other county has at least one legal newspaper.

“3. Except where an adjoining county has no legal newspaper, ... the newspaper of a county is only a legal newspaper in the county where the original entry for periodicals mailing privileges is authorized. ...

“4. A newspaper that accepts legal notices is required to publish legal notices in every edition or copy of the newspaper that is published on the day of the notice.”

OTHER FREQUENTLY USED SECTIONS OF OKLA. STATUTE TITLE 25

§ 101. Daily paper defined

Any newspaper which is regularly published as often as five (5) days in each week shall be considered to be a daily newspaper. This section shall apply to publications heretofore made.

§ 103. Sufficiency of publication of legal notices

It shall not be necessary to publish a legal notice, when published in a daily newspaper or in a semiweekly newspaper, in every issue thereof, but it shall be sufficient to publish such notice one (1) day each week during the required period of publication. Said one (1) day of publishing legal notice each week may be any day of the week in which the newspaper is published but the said legal notice must appear in said newspaper on the same day each week during the required period of publication as it was originally published.

Legal notices, within the meaning of this act, shall include all notices, the publication of which is provided for by some law of the State of Oklahoma.

§ 104. Change of name of newspaper

It shall be lawful for any legal newspaper now published in this state to change the name of such newspaper, without removing from the city of its publication, and without losing its qualifications to carry legal notices; provided, that said newspaper has been published for sufficient time and is already otherwise qualified to carry legal advertising; and provided, further, that it shall carry the new name of such paper as successor to the name theretofore used by it for a period of at least one (1) year; and providing, further, that all legal notices running in said paper at the date of such change shall be completed and as valid as though no change had been made.

§ 108. Proof of publication

Any publisher or any authorized employee of any newspaper making proof of publication by affidavit of any legal notice, advertisement, or publication of any kind, required or provided by any of the laws of the State of Oklahoma shall specifically set forth in said affidavit that said newspaper carrying said notice, advertisement or publication, comes within the prescription and requirement of Section 1 of this act.

§ 112. Change in frequency of publication — Status as legal newspaper

Any newspaper qualified to publish legal notices and advertisements as a legal newspaper, as defined in 25 O.S. Supp. 1967, Section 106, may change its frequency of publication without losing its status and qualifications as a legal newspaper to publish all legal notices and advertisements so long as said newspaper complies with the provisions of 25 O.S. Supp. 1967, Section 106.

§ 113. Publication in newspaper published in county, but not at county seat

In all cases under the statutes of this state where publication of any notice or advertisement is required to be made in a newspaper published in the county seat of any county, and there is no legal newspaper published in such county seat, it shall be sufficient for such notice to be published in any newspaper published in the county which shall comply with the requirements of 25 O.S. 1951, Section 106.

§ 114. Validation of publication elsewhere than at county seat

All publications of notices or advertisements, required by law to be published in a newspaper published in the county seat of any county, which publications or advertisements were made in a newspaper published in the county and complying with the requirements of 25 O.S. 1951, Section 106, and at such time there was no legal newspaper published in the county seat, hereby are validated.

Additional Note Regarding Deposit Fees:

In all cases in courts of record, in which notice by publication is required or requested, the court clerk shall collect \$25 at the time of filing of the petition as a deposit, or the clerk may accept proof of a direct billing agreement. § 28 O.S. § 156.

SAMPLE PROOF OF PUBLICATION

Newspapers usually provide a proof of publication after a legal notice has been published. This allows the government and other bodies to verify that the notice was published and to have proof of that publication. Signatures on the Proof of Publication must be original – stamped signatures are not allowed.

Publication form, or on an attached sheet of paper. Fully paginated proofs of publication are accepted by the government and other entities. If a proof of publication is contested, the actual clipping would be required. The completeness of your newspaper's file storage of previous issues should determine if you proceed with fully paginated proofs.

PAGINATED PROOFS OF PUBLICATION

Creating proofs of publication completely within a pagination program can save a large amount of time and work normally spent cutting and pasting clippings from the newspaper. Instead of gluing a clipping to the proof, copy the text from your pagination program (such as InDesign or Quark) into the blank space on your Proof of

QUESTIONS ABOUT NOTARIES

Contact the Notary Department, Secretary of State of Oklahoma, 2300 N. Lincoln Blvd., Room 101, Oklahoma City, OK 73105-4897 or phone (405) 521-2516 or visit the Web site at www.sos.ok.gov.

PROOF OF PUBLICATION

Name of Publication
Address
Phone Number

Case Number or
Title of Legal Notice
(Optional)

I, Name , of lawful age, being duly sworn upon oath, deposes and says that I am the Editor, Publisher or Authorized Agent of Newspaper Name, a Daily/Weekly publication that is a "legal newspaper" as that phrase is defined in 25 O.S. § 106 for the City of _____, for the County of _____, in the State of Oklahoma, and that the attachment hereto contains a true and correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

INSERTION DATES:
(list dates of insertion)

PUBLICATION FEE: \$ _____

(Signature)
Editor, Publisher or Authorized Agent

State of Oklahoma
County of _____

Signed and sworn to before me this _____ day of _____, 20____
by Name of Editor, Publisher, Authorized Agent.

(Signature) Notary Public
(Seal)

My Commission expires: _____, 20____
Commission # _____

BLANK SPACE TO COPY TEXT FROM PAGINATED PROOF OF PUBLICATION

(Published in *Newspaper Name* on *Dates*)

BEFORE THE CORPORATION COMMISSION OF THE STATE OF OKLAHOMA

NOTICE IS HEREBY GIVEN that Company of Oklahoma has requested a public hearing seeking approval of a special contract with a Delaware Limited Partnership.

NOTICE IS FURTHER GIVEN that this Cause has been set before an Administration Law Judge for a hearing on the 11th day of May, 2011, at 1:30 p.m., in Courtroom B, Jim Thorpe Office Building, 2101 North Lincoln Boulevard, Oklahoma City, Oklahoma, 73105 for hearing, taking of evidence and reporting to the Commission.

NOTICE IS FURTHER GIVEN that all interested persons may appear and be heard and that the Commission shall issue such orders and grant such relief as it deems reasonable, fair, necessary, proper and equitable in the circumstances, whether or not specifically requested.

OKLAHOMA
CORPORATION COMMISSION
_____, Chairman
_____, Vice Chairman
_____, Commissioner

HOW TO COUNT LEGALS

Tabular Matter

The rate is 70¢ per column line for the first insertion, 65¢ per line for each subsequent insertion. Tabular matter is copy set flush left or right, centered or indented within columns. Copy may not exceed 8-point type.

Straight Matter

Straight matter is 15¢ per word for the first insertion, 14¢ per word for each insertion thereafter. Straight matter is a series of words in paragraph form from the left edge of the column to the right edge.

What is a word?

A word is a group of alphabetical or numerical characters set off by space. Hyphenated or broken words or figures are considered as single words.

Printing Publication Dates on Legal Notices

A newspaper is required to print the date(s) of publication on the first line of city ordinances as [Published ____] (11 O.S. 14-106, pg. 16, item 6 of this guide). The customer should be charged for the additional text in this case.

It is not a requirement to print the newspaper's name and the dates of publication with other legal notices; however, it is allowed as further confirmation of the actual publication. The customer should not be charged for the additional text unless it was included in the submitted notice.

Dates can be listed as the month, day and year (October 4, 11, 2011) or as date abbreviations (10-4-11, 10-11-11).

HOW TO CALCULATE COST:

The following example is based on a one-column ad.

(Published in *Newspaper Name* on *Date*)

BEFORE THE
CORPORATION COMMISSION
OF THE STATE OF OKLAHOMA

NOTICE IS HEREBY GIVEN that this Company of Oklahoma has requested a public hearing seeking approval of a special contract with a Delaware Limited Partnership.

NOTICE IS FURTHER GIVEN that this Cause has been set before the Administration Law Judge for a hearing on the 11th day of July, 2011, at 1:30 p.m., in Courtroom 2, Jim Thorpe Office Building, 200 North Lincoln Boulevard, Oklahoma City, Oklahoma, 73105 for hearing, taking of evidence and reporting to the Commission.

NOTICE IS FURTHER GIVEN that all interested persons may appear and be heard and that the Commission shall issue such orders and grant such relief as it deems reasonable, fair, necessary, proper and equitable in the circumstances, whether or not specifically requested.

OKLAHOMA
CORPORATION COMMISSION
_____, Chairman
_____, Vice Chairman
_____, Commissioner

No Charge
3 tabular lines
x 70¢ = 2.10

119 words
x 15¢ = 17.85

5 tabular lines
x 70¢ = 3.50

TOTAL COST

1ST INSERTION

3 tabular lines x 70¢ = 2.10
119 words x 15¢ = 17.85
5 tabular lines x 70¢ = 3.50

Total\$23.45

2ND INSERTION

3 tabular lines x 65¢ = 1.95
119 words x 14¢ = 16.66
5 tabular lines x 65¢ = 3.25

Total\$21.86

**TOTAL:
\$45.31**

28 O.S. § 121 Effective Nov. 1, 2005 § 121. Fees for printing legal notices

A. In all cases where publication of legal notices is required or allowed by law, the person or official desiring publication shall be required to pay:

1. For all matters other than tabular matter, fifteen cents (\$0.15) per word for first insertion, and fourteen cents (\$0.14) per word for each subsequent insertion, with each separate group of numerals included in the matter to be counted as one word, regardless of the number of digits involved; and
2. For all tabular matter, in not to exceed eight-point type, including but not limited to, lists of persons, firms, and corporations whose personal property taxes are delinquent and lists of lands and town lots upon which taxes are delinquent, seventy cents (\$0.70) per line per newspaper column in width, for first insertion, and sixty-five cents (\$0.65) per line per newspaper column in width, for each subsequent insertion.

[R.L. 1910, § 3258. Amended by Laws 1919, c. 167, p. 241, § 1; Laws 1929, c. 248, p. 318, § 1; Laws 1953, p. 116, § 1; Laws 1967, c. 218, § 1, emerg. eff. May 1, 1967; Laws 1973, c. 31, § 1, emerg. eff. April 18, 1973; Laws 1977, c. 35, § 1; Laws 1979, c. 76, § 1, eff. July 1, 1979; Laws 1981, c. 31, § 1, emerg. eff. April 7, 1981; Laws 1982, c. 22, § 1; Laws 1988, c. 159, § 1, operative July 1, 1988; Laws 1994, c. 93, § 1, eff. July 1, 1994; Amended by Laws 2000, SB 1330, c. 135, § 1, eff. November 1, 2000; Amended by Laws 2004, SB 450, c. 65, § 1, eff. November 1, 2004]

SAMPLE LEGAL NOTICES

Tabular Line Pricing for MULTIPLE COLUMNS

The number of tabular lines should be multiplied by the number of columns.
For example, 5 tabular lines x 2 columns x 70¢ per tabular line = \$7.00 for the first insertion;
5 tabular lines x 2 columns x 65¢ per tabular line = \$6.50 for subsequent insertions.

HOW TO CALCULATE COST:

The following example is based on a two-column ad.

(Published in *Newspaper Name* on *Date*)
NOTICE OF OIL AND GAS LEASE SALE
BY SEALED BIDS TO BE OPENED AT 11:00 A.M.
SALE DATE: 9/8/2011

THE COMMISSIONERS OF THE LAND OFFICE OF THE STATE OF OKLAHOMA INVITES BIDS for Oil and Gas Leases upon the following terms covering the tracts of land hereinafter described.

Bids must be written and enclosed in a sealed envelope, bearing the notation on the outside front face of the envelope "Bids for Oil and Gas Lease Sale" and the date of the sale. Bids which are mailed must be enclosed in another envelope and addressed as set out below.

Bids must be mailed to the office of the Secretary to the Commissioners of the Land Office, P.O. Box 26910, Oklahoma City, Oklahoma 73126, delivered to Suite 200, Paragon Building, 5801 North Broadway, Oklahoma City, Oklahoma on the date of the sale. All bids received prior to 11:00 A.M. on the date of sale will be publicly opened at that time and leases will be offered to the bidder of the highest cash bonus, if accepted. No bid will be considered that is not delivered by 11:00 A.M. on the date of the sale.

TERMS OF SALE: Leases will be on a form prescribed by the Commissioners, and will be for a term of three years, as extended, and will provide for 3/16ths royalty, and an annual delay rental of \$1.00 per acre to be paid in full, before lease is issued, in addition to lease bonus. Bids shall be for a cash bonus for each lease, but no bid of less than \$5.00 per acre will be considered. Each bid must be accompanied by a remittance in the amount of 25% of bid as earnest money. Checks will be promptly returned to unsuccessful bidders. Successful bidder will be allowed 30 days from the date of acceptance of bid to pay balance of bonus and all delay rentals, unless an extension of time be granted, and shall be liable for the full amount of bid and all delay rentals, provided that failure to comply with any of the terms hereof will be grounds for the cancellation of the award and the retention of the deposit of earnest money as liquidated damages for such breach, at the election of the Commissioners. The State makes no warranty of title and reserves the right to reject any and all bids. Successful bidder must pay cost of advertising. The Performance Fund balance has reached \$250,000. The Performance Fund fee will not be reinstated unless the balance of the Performance Fund falls below \$200,000. IMPORTANT: Separate bid and check must be made on each tract. ENCLOSE ALL BIDS IN ONE ENVELOPE.

The (M.R.) following the Governmental Subdivision of each tract refers to the mineral interest offered for lease.

CURRENT RULES PROVIDE THAT ALL OIL AND GAS BIDS BECOME FINAL AT DATE AND TIME OF BID OPENING.

TR #	COUNTY	LEGAL DESCRIPTION	SEC	TWP	RGE	GROSS ACRES
028	Ellis	NE/4 (All M.R.), Sec. 33-20N-23W	33	20N	23WIM	160.0000
029	Ellis	NW/4 (All M.R.), Sec. 33-20N-23W	33	20N	23WIM	160.0000
030	Ellis	Lots 3 & 4 a/k/a N/2 SE/4 (All M.R.), Sec. 33-20N-23W	33	20N	23WIM	45.7400
031	Ellis	Lots 1 & 2 a/k/a N/2 SW/4 (All M.R.), Sec. 33-20N-23W	33	20N	23WIM	45.0400

FOR FURTHER INFORMATION CONTACT:
COMMISSIONERS OF THE LAND OFFICE
PARY G. SHOFNER, DIRECTOR, MINERALS MGMT. DIV.
P.O. BOX 26910
OKLAHOMA CITY, OK 73126
(405) 604-8100 OR (405) 604-8196 FAX
BID FORMS FURNISHED ON REQUEST
CLO WEBSITE: [HTTP://WWW.CLO.STATE.OK.US](http://www.clo.state.ok.us)

No Charge
3 tab lines x
2 col @ 70¢ = 4.20

461 words x
15¢ = 69.15

18 tab lines x
2 col @ 70¢ = 25.20

TOTAL COST

1ST INSERTION

3 tabular lines x 2-Col. @ 70¢ = 4.20
461 words x 15¢ = 69.15
18 tabular lines x 2-Col. @ 70¢ = 25.20

Total\$98.55

2ND INSERTION (if required)

3 tabular lines x 2-Col. @ 65¢ = 3.90
461 words x 14¢ = 64.54
18 tabular lines x 2-Col. @ 65¢ = 23.40

Total\$91.84

**TOTAL:
\$190.39**

COLUMN WIDTHS

Oklahoma newspapers use many different column widths when publishing legal notices. Widths range from 6 to 13 picas with half of the state's papers selecting a column width of 11 or 12 picas as indicated in the table* below.

Number of newspapers	Column width in picas
3	less than 7
28	7 - 7.5
23	8 - 8.5
17	9 - 9.5
5	10 - 10.5
60	11
7	11.25 - 11.75
42	12
22	12.25 - 12.5
2	13

Column widths of the examples used in this publication vary.

*Information compiled in 2005

SAMPLE LEGAL NOTICES

Map Pricing

The space occupied by the map should be calculated as tabular lines. The number of tabular lines per inch depends on your paper's type size and leading. Measure the number of lines per inch in a text notice printed in your paper. Most legal sections print between 8 and 12 lines per inch. Measure the map after it is

printed to determine its height in inches. Multiply the height by your paper's lines per inch to determine the number of tabular lines occupied by the map, then multiply it by the number of columns and the insertion rate.

(Map's height in inches) x (# Lines per inch) x (# Columns) x (Legal rate per tabular line)

HOW TO CALCULATE COST:

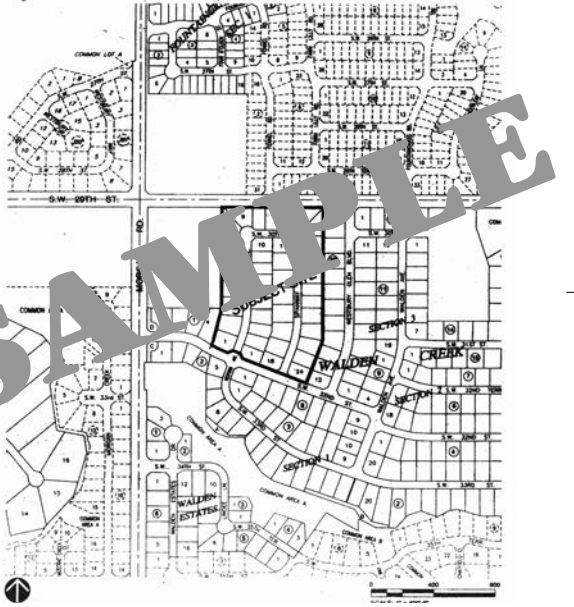
The following example is based on a two-column ad.

(Published in Newspaper Name on Date)

NOTICE OF HEARING
C-5449

NOTICE IS HEREBY GIVEN, that a Final Plat of Walden Creek, Section 4 has been filed on the following described property:

A part of the Northwest Quarter of Section 13, Township 11 North, Range 5 West of the Indian Meridian, Oklahoma City, Canadian County, Oklahoma.
Proposed Use: 42 single family lots on 16.60 acres.



No Charge
2 tab lines x
2 col @ 70¢ = 2.80
21 words x
15¢ = 3.15
3 tab lines x
2 col @ 70¢ = 4.20

3.25" @
9 lines per inch
x 2 col @ 70¢
= 40.95

The number of lines per inch in this sample was determined using the method described in the "Map Pricing" section above.

248 words
x 15¢
= 37.20

1 tab line x
2 col @ 70¢ = 1.40

TOTAL COST

1ST INSERTION

2 tabular lines x 2-Col. @ 70¢ = 2.80
21 words x 15¢ = 3.15
3 tabular lines x 2-Col. @ 70¢ = 4.20
MAP: 3.25" @
9 lines/inch x 2-Col @ 70¢ = 40.95
248 words x 15¢ = 37.20
1 tabular line x 2-Col. @ 70¢ = 1.40

Total\$89.70

2ND INSERTION (if required)

2 tabular lines x 2-Col. @ 65¢ = 2.60
21 words x 14¢ = 2.94
3 tabular lines x 2-Col. @ 65¢ = 3.90
MAP: 3.25" @
9 lines/inch x 2-Col @ 65¢ = 38.03
248 words x 14¢ = 34.72
1 tabular line x 2-Col. @ 65¢ = 1.30

Total\$83.49

TOTAL:
\$173.19

A PUBLIC HEARING will be held by the Oklahoma City Planning Commission at 1:30 p.m. on Thursday, October 14, 2011, in the Council Chambers, Third Floor, Municipal Building, 200 North Walker Avenue, Oklahoma City, Oklahoma.

All property owners in the immediately surrounding areas are hereby given notice that they may inspect said application in the office of the Oklahoma City Planning Commission, 420 W. Main, Suite 910. Any argument and evidence for or against the approval of said application should be filed with the City Planning Commission, 420 W. Main, Ste. 910, Oklahoma City, Oklahoma, 73102, three days prior to the hour set for public hearing. The map on this Notice of Public Hearing, which depicts lots, blocks, streets and/or other details in the proposed Final Plat of Walden Creek, Section 4, is subject to possible amendments by the Oklahoma City Planning Commission at the referenced public hearing on the matter, and the plat actually approved by the Planning Commission at the public hearing may or may not contain the exact same lots, blocks, streets and/or other details shown on the MAP. All persons interested in presenting arguments and evidence for or against possible amendments to the proposed lots, blocks, streets and/or other details shown on the MAP should attend the referenced public hearing before the Oklahoma City Planning Commission and present such arguments and evidence at that time.

Should you have any further questions call 000-0000 (TDD 000-0000) between the hours of 8:00 a.m. and 5:00 p.m.

OKLAHOMA CITY PLANNING COMMISSION

SAMPLE LEGAL NOTICES

Notice of Intention to Apply for Alcoholic Beverage License

Shall be published:

- Two (2) times
- Eight (8) days apart in successive weeks for daily newspapers; seven (7) days apart in successive weeks for weekly newspapers
- In an area of at least two (2) column inches in height or width
- In a different format than a regular legal notice (*i.e.*, a border, two columns, etc.). The newspaper can charge for any additional formatting.

(See 37 O.S. §§ 506 (13), 522.)

(Published in Newspaper Name on Date)

**OKLAHOMA ALCOHOLIC BEVERAGE
LAWS ENFORCEMENT COMMISSION
NOTICE OF INTENTION TO APPLY FOR
AN ALCOHOLIC BEVERAGE LICENSE**

In accordance with Title 37, Section 522, Name and address of individual or company an/a individual/company hereby publishes notice of its intention to apply within sixty days from this date to the Oklahoma Alcoholic Beverage Law Enforcement Commission for a Mixed Beverage License under authority of and in compliance with the said act: That it/he/she intend(s), if granted such license to operate as a Mixed Beverage establishment with business premises located at Street Address in City, County, Oklahoma, under the business name of Name.

Dated this ___ day of _____, 2004.
Name of Applicant
 County of _____, State of Oklahoma

Before me, the undersigned notary public, personally appeared, Name of applicant to me known to be the person described in and who executed the foregoing application and acknowledged that he executed the same as his free act and deed.

Name of Notary _____
 Commission # _____ My Commission expires _____

HOW TO CALCULATE COST:

The following example is based on a two-column ad.

(Published in <u>Newspaper Name</u> on <u>Date</u>)	No Charge
OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION NOTICE OF INTENTION TO APPLY FOR AN ALCOHOLIC BEVERAGE LICENSE	4 tabular lines x 2-col. @ 70¢ = 5.60
In accordance with Title 37, Section 522, Name and address of individual or company an/a individual/company hereby publishes notice of its intention to apply within sixty days from this date to the Oklahoma Alcoholic Beverage Law Enforcement Commission for a Mixed Beverage License under authority of and in compliance with the said act: That it/he/she intend(s), if granted such license to operate as a Mixed Beverage establishment with business premises located at Street Address in City, County, Oklahoma, under the business name of Name.	84 words x 15¢ = 12.60
Dated this ___ day of _____, 2004. <u>Name of Applicant</u> County of _____, State of Oklahoma	3 tabular lines x 2-col. @ 70¢ = 4.20
Before me, the undersigned notary public, personally appeared, <u>Name of applicant</u> to me known to be the person described in and who executed the foregoing application and acknowledged that he executed the same as his free act and deed.	39 words x 15¢ = 5.85
Name of Notary _____ Commission # _____ My Commission expires _____	2 tabular lines x 2-col. @ 70¢ = 2.80

TOTAL COST

1ST INSERTION

4 tabular lines	x	2-Col.	@ 70¢	=	5.60
84 words	x		15¢	=	12.60
3 tabular lines	x	2-Col.	@ 70¢	=	4.20
39 words	x		15¢	=	5.85
2 tabular lines	x	2-Col.	@ 70¢	=	2.80
Total					\$31.05

2ND INSERTION

4 tabular lines	x	2-Col.	@ 65¢	=	5.20
84 words	x		14¢	=	11.76
3 tabular lines	x	2-Col.	@ 65¢	=	3.90
39 words	x		14¢	=	5.46
2 tabular lines	x	2-Col.	@ 65¢	=	2.60
Total					\$28.92

**TOTAL:
\$59.97**

Additional charges for formatting may be added to the total cost.