



February 1, 2019

- 1. What is the last day to submit invoices to EnerVest?**
 - The last day to submit any invoice to EnerVest is Jan 31, 2019.

- 2. When can we submit invoices to Bedrock?**
 - The first day to submit an invoice to Bedrock is Feb 1, 2019.

- 3. What documents are required by Bedrock when submitting an invoice for payment?**
 - Bedrock requires supporting documentation such as a delivery ticket, sales order, timesheet, contracts etc.

- 4. Are there any special requirements we need in order to submit invoices in addition to support?**
 - Bedrock requires all invoices to be stamped and signed by a field personnel before submitting them into OpenInvoice or mailing; unless other communication has been provided.

- 5. What is the preferred method when submitting invoices to Bedrock for payment?**
 - Bedrock prefers all invoices to be submitted electronically through OpenInvoice. However, we do accept mailed invoices at our lockbox below.

Bedrock Production, LLC
Attn: Accounts Payable
P. O. Box 211244
Dallas, TX 75211

- 6. Who can I contact if I need a current W9 from Bedrock?**
 - Please contact our Accounts Payable Department at ap@bedrockep.com.

- 7. What are the payment terms for Bedrock?**
 - Bedrock payment terms are 30 days or less depending on company requirements.

- 8. When is the check run for Bedrock?**
 - Bedrock will print checks every Thursday and place them in the mail on Fridays.



9. Does Bedrock accept invoices by email?

- Email will be allowed only for special circumstances and certain vendors. Our standard acceptance will be via electronic submission through OpenInvoice or mailed to our lockbox below.

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Attn: Accounts Payable
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10. Who should I contact if I have a question about an invoice or payment on an invoice?

- Please contact our Accounts Payable Department at ap@bedrockep.com or call 281-899-8747.

11. Who should I contact if I am having issues submitting my invoices into OpenInvoice?

- If you are having technical difficulties with OpenInvoice, please contact OpenInvoice's support team at openinvoicesupport@oildex.com. If you have other questions about your invoice, please contact our Accounts Payable Department at ap@bedrockep.com or call 281-899-8747.

12. How can I submit my invoices electronically if this is my initial attempt?

- Please contact our Accounts Payable Department at ap@bedrockep.com so that we can enable you as a vendor to conduct business with Bedrock.

13. Does Bedrock accept early payment discounts?

- Yes, Bedrock accepts early payment discounts.

14. Who can I contact if I have an address change or any update regarding my account?

- Please contact our Accounts Payable Department at ap@bedrockep.com or call 281-899-8747.

15. How can I avoid a missed payment?

- Please send Accounts Payable ap@bedrockep.com a statement of your account monthly so we can reconcile.

