

Portal Address

You can access the North Dakota Department of Trust Lands self-service customer portal from a web browser, without downloading any software. Access the portal here: <https://lms.land.nd.gov>

Sign In to Portal

To sign, click **Sign In** at the top right of the page; otherwise, you'll be automatically prompted to when attempting to access areas where it is required. **If you have an account for other North Dakota agencies, please use the same account.** Otherwise, follow prompts to create a new account to sign in. Public Records, Lease Agreements, Right of Way Agreements, Tracts and Royalty data is available to the public without having to sign in.



Portal Navigation

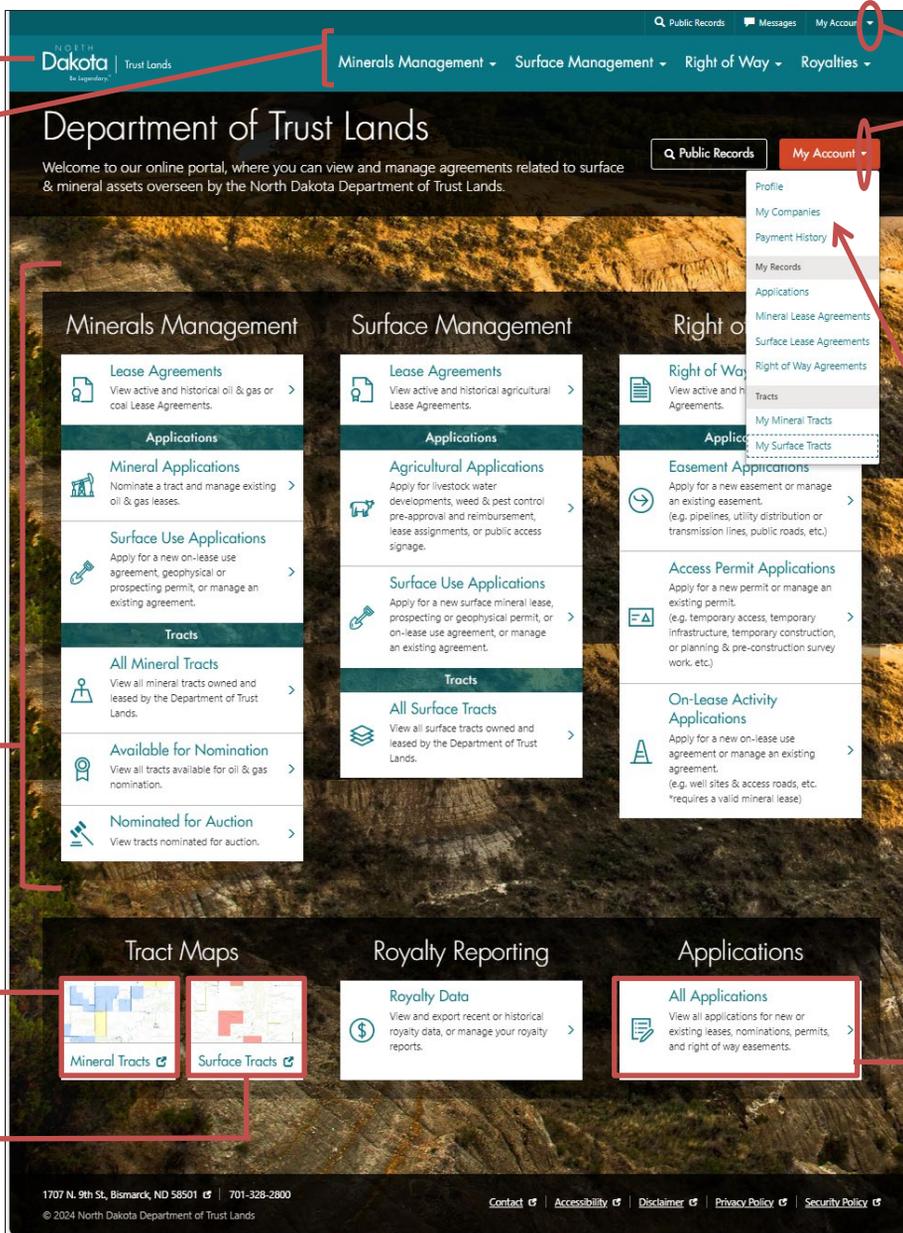
Click the logo for Home Page

Click the desired tile within the relevant workspace to navigate to that area.

The same tile selections are available from the workspace drop-downs in the top banner.

Select the Mineral Tracts tile to identify Leased and Unleased Tracts

Select the Surface Tracts tile to view Open, Closed and Notify the Lessee Tracts.



Select the **My Account** drop-down for My Records and Tracts, which includes those linked to me or the companies I'm related to.

Note: Please contact ND Department of Trust Lands if you do not see your company(ies) listed within My Companies, Your related companies determine the records you see when logged into the portal.

Select the Applications tile to view and search your list of applications.

Billings and Payments

The **Billing & Payments** page lists all your unpaid and paid invoices. Select the **My Account** drop-down, and then **Payment History** to navigate to the Billing & Payments page. Please contact ND Department of Trust Lands if you do not see an expected invoice/payment.



Billing & Payments

Invoices

Due Date	Regarding	Invoice #	Amount Due	Status	Actions
2/11/2025	Oil & Gas Lease Consent to Assignment - 2/11/2025 - Portal Demo	INV-19162	\$25.00	Processing Payment	
2/18/2025	Oil & Gas Lease Shut In - 2/18/2025 - Portal Demo	INV-19193	\$100.00	Unpaid	Pay Invoice
2/18/2025	Oil & Gas Lease Extension - 2/18/2025 - Portal Demo	INV-19196	\$605.00	Unpaid	Pay Invoice
3/11/2025	Coal Lease Nomination - 3/11/2025 - Portal Demo	INV-19285	\$50.25	Unpaid	Pay Invoice

Payment History

Search: Related To: Payment Date Range: to

Payment Date	Regarding	Payor	Invoice #	Amount Paid
7/16/2024	McKenzie - 148-99-16-5E4 - OG-2024-10125	Portal Demo	INV-19011	\$1497.60
7/16/2024	Bottineau - 163-82-36-NB4 - OG-2024-10124	Portal Demo	INV-19011	\$1497.60

Pay Invoice will appear in the Action column for unpaid invoices. Click **Pay Invoice** for a desired invoice, and then the **Proceed to Paymentus** button to pay the individual invoice online.

Pay Online

To pay online, please proceed to Paymentus to complete the transaction. After making a payment, you will be redirected back to the Department of Trust Lands self-service portal.

Pay by Check

To pay by check, mail your payment to the following address, payable to "North Dakota Department of Trust Lands".

North Dakota Department of Trust Lands
1707 N. 9th St.
Bismarck, ND 58501

Displays invoices that are Unpaid or Processing Payment.

Displays Paid invoices.

My Applications

The **My Applications** page lists all your applications. Select the **My Account** drop-down, and then **Applications** to navigate to the Applications Page. Please contact ND Department of Trust Lands if you do not see an expected application listed.



Public Records Messages My Account

Minerals Management Surface Management Right of Way Royalties

My Applications

This page displays your applications (unsubmitted, submitted, and accepted*).
*PLEASE NOTE: While this page uses the status of "Approved", this status only means that NDDTL has Accepted the application, not that your request is fully approved.
NDDTL staff will be in contact with more information and next steps if your application is accepted.

Search: Application Type: Status:

Application	Created By	Grantee, Permittee, Lessee, Assignee, or Nominator	Date Created	Date Submitted	Status
Public Access Sign Post - 12/11/2024 - John Smith	John Smith	John Smith	12/11/2024	-	Unsubmitted
Right of Way Amendment - 11/1/2024 - John Smith	John Smith	John Smith	11/1/2024	11/1/2024	Approved
Right of Way Easement - 10/29/2024 - John Smith	John Smith	John Smith	10/29/2024	10/29/2024	Approved
Right of Way Extension / Renewal - 10/29/2024 - John Smith	John Smith	John Smith	10/29/2024	10/29/2024	Withdrawn
Right of Way Extension / Renewal - 10/30/2024 - John Smith	John Smith	John Smith	10/30/2024	10/30/2024	Withdrawn
Right of Way Extension / Renewal - 10/31/2024 - John Smith	John Smith	John Smith	10/31/2024	10/31/2024	Withdrawn
Right of Way Temporary Access - 10/30/2024 - John Smith	John Smith	Thrifty White Stores	10/30/2024	-	Unsubmitted

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Click on a column header to **sort the list** by that column. If you click a column more than once the sort toggles between ascending and descending sort order.

Click the hyperlink to view the application's details.

Navigate to the next/previous page of results.

Unsubmitted – Saved as a draft. Can still be modified by the portal user.

Submitted – Has been submitted and is under review by ND. Can still be withdrawn by the portal user.

Withdrawn – Has been withdrawn and no longer pursued/reviewed.

Approved – ND will be in contact.

Denied – ND will be in contact.