



November 30, 2021

Re: **Deceased Interest Owner**
Well
County, State

To Whom It May Concern,

Vencer Energy was recently notified of the death of the above. The revenue interest in the above referenced well(s), owned by the deceased party, will pass in one of two ways, either by **testate** succession or **intestate** succession. Note that in the case of Intestate Succession, title passes according to the Laws of Descent and Distribution set forth by the State in which the well(s) are located. Please choose the option below that best applies to the decedent and supply the appropriate documentation to administer the transfer.

TESTATE - (probated Will)	INTESTATE - (no Will / Will not probated)
Copy of <u>Probated</u> Last Will and Testament Death Certificate	Death Certificate
Letters Testamentary Order Admitting Will to Probate / Final Probate Order Final Decree of Distribution, Determination of Heirship, Certificate of Transfer, or Judgment of Possession (<i>if applicable</i>) Recorded deed to beneficiaries or trust (<i>if applicable</i>) Any other probate documents (<i>if applicable</i>)	Affidavit of Heirship (enclosed) <input type="checkbox"/> Form must be completed and corroborated by persons who will <u>NOT</u> benefit from the Estate <input type="checkbox"/> Signature of affiant(s) and corroborating affiant(s) must be notarized <input type="checkbox"/> Affidavit <u>MUST</u> be recorded in the County/Parish where the wells are located
Furnish Names, Addresses, Social Security / Tax Identification Numbers for each heir	Furnish Names, Addresses, Social Security / Tax Identification Numbers for each heir
For Probate NOT filed in the County where wells are located: Record exemplified copies of the Will & Probate in the applicable county (TX properties only) <u>OR</u> Provide documentation of ancillary probate proceedings in the state where the wells are located <i>**New Mexico does not accept foreign probate. Please consult the probate rules for the state where your property is located for further details**</i>	For recording documents and the cost associated, please contact the County Clerk. The National Association of Counties website will provide up to date address and phone information:

When available, please forward all the necessary documents to the address at the top of this letter. In the meantime, if you should have any questions, please contact our Owner Relations Department.

Sincerely,
Vencer Energy: Division Orders
Energy Tower IV
11750 Katy Freeway, Suite 200
Houston, TX 77079
Owner Relations Phone Line: (281) 562-7482
Email: ownerrelations@vencerenergy.com