



Owner Name: _____

Owner Number: _____

Please provide copies of the documentation pursuant to the below situation which best applies*:

- To remit payment to the Estate pending probate proceedings:**
 - Death Certificate
 - Letters Testamentary/Letters of Administration
 - Last Will and Testament
 - Order Admitting Will to Probate
 - Verification of the TaxID of the estate (W-9 Form)
- To transfer the interest to the heirs if the decedent had a Will and probate is being conducted:**
 - Death Certificate
 - Last Will and Testament recorded in the county where the real property is located
 - Order Admitting Will to Probate (must be recorded in the county where the property is located)
 - Letters Testamentary
 - W-9 Form completed by devisees
- To transfer the interest to the heirs if the decedent died without a Will (intestate) and the Estate is under Administration (Laws of Descent and Distribution will apply):**
 - Death Certificate
 - Affidavit of Heirship completed by an unrelated party who knew the decedent well, signed in the presence of a notary, and recorded in the county where the real property is located
 - W-9 Form completed by heirs
- Transfer the interest to the heirs if the decedent died without a Will (intestate) and no administration will be had, or with a Will which will not be probated:**
 - Death Certificate
 - Affidavit of Heirship completed by an unrelated party who knew the decedent well, signed in the presence of a notary, and recorded in the county where the real property is located
 - W-9 Form completed by heirs

****This list is meant only as a general guideline and is not intended to be considered all-inclusive. Please seek legal counsel should you need further advice.***

****Copies submitted to PetroTx Operating LLC will not be returned.***

Mail Documents to: PetroTx Operating LLC
Attn: Royalty Relations
900 Rockmead Dr. Suite 220
Kingwood, Texas 77339

E-mail Documents to: royaltyrelations@PetroTx.com

For questions or concerns, please call PetroTx Operating LLC, Royalty Relations at 281-312-1025