

PLEASE USE THE FOLLOWING GUIDELINES TO ENSURE THE AFFIDAVIT OF HEIRSHIP IS COMPLETED CORRECTLY:

1. The Affidavit of Heirship CANNOT be filled out by any party who stands to benefit from the Estate. Please refer to your attorney, CPA, other family members, family friend or acquaintance to complete the Affidavit.
2. Once the Affidavit of Heirship is completed, choose a person who is familiar with the deceased's family and marital history AND who does not stand to inherit from the deceased. This person should read through the completed Affidavit and, if they agree that the information is correct, sign page 6 of the document before a Notary Public.
3. All signatures in the Affidavit MUST be notarized.
4. The Affidavit MUST be recorded in the county where the wells are located. Call the county clerk's office to inquire about the recording cost of the Affidavit. Remember to enclose your check with the Affidavit.
5. Make sure to include the appropriate legal description for recording if required by the state. Confirm with the county clerk's office the necessary requirements.
6. Keep copies of Affidavits and legal documents for your records.
7. Send XTO Energy Inc. a copy of the recorded Affidavit including a legible recorder's stamp (along with any other necessary documentation).
8. On a separate blank page, please list all heirs with current addresses and Social Security/Tax Identification numbers, and birth dates (if available).

Note:

*A recorded Affidavit is required if a Will is not being probated.

*A recorded Affidavit is required if there is no Will.

*If the decedent died with a Will and it will be probated, an Affidavit of Heirship cannot be used to transfer interest. Please see the INSTRUCTIONS FOR CHANGE OF OWNERSHIP AFTER OWNER'S DEATH (PROBATED WILL).

If you have any further questions, please call our Owner Relations Line at 866.886.2613 Option 2 or send an email to divorder@xtoenergy.com.

XTO ENERGY INC.
DIVISION ORDER DEPARTMENT
FAX#: 817-887-3502

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