

## INSTRUCTIONS FOR COMPLETING THE AFFIDAVIT OF HEIRSHIP

If a deceased owner's Estate will not be probated and revenue paid to decedent by Spur Energy Partners LLC or its affiliates is \$500/month or less, please provide the following documentation in order to update our records to reflect the appropriate change in ownership:

- Copy of Death Certificate
- Affidavit of Heirship recorded in the county/parish where the property/well is located.

1. This document should be completed by a disinterested party (someone who will not benefit from the Estate) and who is familiar with the family history of the deceased.

**The person who fills out the form is referred to as the "Affiant".**

2. The person completing this Affidavit should read carefully and answer all the questions that are applicable; paying particular attention to the name(s) and address(s) of the heir(s).

3. Sign the "Affidavit of Heirship" in front of a Notary Public, so **it can be notarized**.

4. The completed, notarized form should be sent to the appropriate county for recording/filing. Recording/filing fees will apply; therefore, contact the clerk of court for the appropriate county to obtain fees and instructions for correctly recording/filing forms in that county. Please have recorded forms returned to you for verification purposes.

You can access the National Association of Counties website to find the county clerk's contact information here: <http://www.naco.org>

5. Please send a copy of the recorded form to Spur Energy Partners LLC, and keep a copy for your files:

Spur Energy Partners LLC  
Attn: Division Orders  
PO Box 79840  
Houston, TX 77279

Email: [DivisionOrders@spurepllc.com](mailto:DivisionOrders@spurepllc.com)

Fax: 832-930-8503

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