



# Owner Account Update Form



INSTRUCTIONS: PLEASE READ BEFORE COMPLETING THIS FORM

If this form is not completed in its entirety, if it is populated with information that does not match our source records, or if required backup documentation is not provided, your request will not be completed.  
\*Please allow 6-8 weeks for the initial payment via ACH / Direct Deposit to be received. Payment will continue to be issued via Check until your ACH request is processed.

Send to Email: myownership@swordfishenergy.com

Call for Questions: 281-371-9062

Last Updated: 6/1/2026

Send to Address: Swordfish Energy Operating PO Box 4087 Houston, TX 77210

## Current Owner Information

\* Denotes optional fields- only required if requesting an update to that field

Owner Name:		Street Address:	
Owner #:		City:	
SSN/TIN (Last 4 Digits):		State:	
Phone Number 1:		Zip Code:	
Phone Number 2*:		Country:	
Email Address*:			

## Account Verification

If you have not received a payment from Swordfish Energy Operating in the past, you must receive at least one check payment before ACH can be set up.

Current Payment Details (one of last 3 payments)		Current Bank Account*	
*Required for ACH Setup. Provide either the Check details below, or attach an image of the front & back of a check payment which has recently cleared your bank account.		*Required if you are currently enrolled in ACH payments, but want to update your account or cancel enrollment.	
Check #:		Bank Name:	
Check Date:		Name on Bank Account:	
Check Amount:		ACH Routing Number (9 Digits):	
*This payment must be one of the last three payments issued for your account.		Account Number:	

## Updates Requested

### Owner Address and Contact Information Change\*

\*Complete only the fields you want updated in our system.

New Address		New Contact Info	
Street Address:		Contact Name:	
Street Address 2:		*Changes to Owner Name require proof of ownership transfer, and is not a master data update	
City:		Phone Number 1:	
State:		Phone Number 2:	
Zip Code:		Email Address 1:	
Country:			

## ACH / Direct Deposit\*

\*OPTIONAL - Complete this portion of the form only if you want to enroll in ACH services, change your enrolled account, or cancel ACH enrollment. If wanting to enroll or change ACH, you MUST provide a Void Check or Bank Letter with this form. The Account Name provided on this form must match Bank Letter/Void Check. You will be contacted by PHONE to verify account information prior to your request being completed.

New Enrollment	<input type="checkbox"/>	Change	<input type="checkbox"/>	Cancel Enrollment	<input type="checkbox"/>
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## New Bank Account Details

Bank Name:		ACH Routing Number (9 Digits):	
Name on Bank Account:		Account Number:	
Remit. Email Address:		Type of Bank Account:	<input type="checkbox"/> Checking <input type="checkbox"/> Savings

\*Only need email if different than primary email address. Remittance Email address is where notice of ACH deposit will be sent.

## Approval & Authorization

I hereby authorize Swordfish Energy Operating ("Swordfish") to update my owner information, which will affect where payments and other general information are sent. If providing ACH information, I also authorize Swordfish to initiate automatic deposits into my account via electronic funds transfer (EFT, also known as ACH) at the financial institution named above. I agree not to hold Swordfish responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or my financial institution or due to an error on the part of my financial institution in depositing the funds. This authorization shall remain in full force and effect unless and until I change or cancel such authorization. This authorization shall be deemed changed or canceled 30 days after Swordfish receives a written request from me.

Print Name:		Title:	
Signature*:		Date:	

\*Signature can be physical or electronic (DocuSign or similar eSignature service). Typed signatures will not be accepted.