



MEMO FOR OWNERSHIP CHANGE

- I. If an owner dies with a probated Will, etc. and the heir wants to transfer interest:
 1. Send in a copy of the probate:
 - a) Will, Letters of Testamentary, Death Certificate, Inventory
 2. If the Will was never probated:
 - a) Send a copy of the Will if they have one
 - b) Affidavit of Heirship filed for record in the county where the property is located.
 3. W-9
- II. If the conveyance is through a deed, send:
 1. A copy of the recorded deed that transferred the interest; and,
 2. W-9

Mail docs to: 10210 N. Central Expressway #130 Dallas, TX 75231

Or

Email docs to OwnerRelations@sydrienergy.com