



Owner Name:
Owner #:
Field Name:
Parish, State: _____, Louisiana

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

- **To remit payment to the estate pending probate proceedings in Louisiana:**
 - ___ Death Certificate
 - ___ Letters Testamentary/Letters of Administration
 - ___ Last Will and Testament
 - ___ Order Admitting Will to Probate in the state of Louisiana
 - ___ 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 in Louisiana:**
 - ___ Death Certificate
 - ___ Judgment of Possession *recorded where the real property is located.*
 - ___ W-9 Form completed by the devisees
- **To transfer the interest to the heirs if the decedent had a Will and probate is being conducted in a state other than Louisiana (foreign probate) *must file ancillary proceedings within the parish:***
 - ___ Death Certificate
 - ___ Judgment of Possession *recorded where the real property is located.*
 - ___ W-9 completed by the devisees
- **To transfer the interest to the heirs if the decedent died without a Will (intestate), or with a Will which will not be probated in Louisiana:**
 - ___ Death Certificate
 - ___ Affidavit of Heirship *completed in duplicate by an unrelated party who knew the decedent well, signed in the presence of a notary, and recorded where the real property is located.*
 - ___ W-9 Form completed by the heirs

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

Mail Documents to: Hilcorp Energy Company
Attn: Owner Relations
PO Box 61229
Houston, TX 77208-1229

Email PDF Documents to: ownerrelations@hilcorp.com
**Place owner number and name in the subject line.*

Fax Documents to: 713-289-2842

For questions or concerns call Hilcorp Owner Relations at 713-209-2457 or visit the Owner Relations page of our website at www.Hilcorp.com for frequently asked questions.