



Owner Name:
Owner #:
Field Name:
County, State: _____, Colorado

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

- To remit payment to the Estate pending probate proceedings:**
 - ___ Death Certificate
 - ___ Letters Testamentary/Letters of Administration
 - ___ Last Will and Testament
 - ___ Order Admitting Will to Probate
 - ___ Verification of the TaxID of the estate (W-9 Form)

- To transfer the interest to the heirs if the decedent's Will is probated in Colorado:**
 - ___ Death Certificate
 - ___ Order admitting Will to probate
 - ___ Letters Testamentary or Letters of Administration and notarized copies of executor's deeds or other deeds, if applicable (*must be recorded in all counties where interests are owned*)
 - ___ Final Decree of Distribution, if issued by the court
 - ___ W-9 Form completed by devisees

- To transfer the interest to the heirs if the decedent's Will is not probated in Colorado:**
 - ___ Death Certificate
 - ___ Order admitting Will to ancillary probate
 - ___ Foreign Letters Testamentary or Letters of Administration and notarized copies of executor's deeds or other deeds, if applicable (*must be recorded in all counties where interests are owned*)
 - ___ Final Decree of Distribution, if issued by the court
 - ___ W-9 Form completed by devisees

- To transfer the interest to the heirs if the decedent died without a Will (intestate) and the Estate is under Administration (Laws of Descent and Distribution will apply):**
 - ___ Death Certificate
 - ___ Affidavit of Heirship *completed 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 heirs

- To transfer the interest to the heirs if the decedent died without a Will (intestate) and no administration will be had, or with a Will which will not be probated:**
 - ___ Death Certificate
 - ___ Affidavit of Heirship *completed 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 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.