

Affidavit of Heirship Form Instructions

This form is not intended as a substitute for the probate of a decedent's estate. Van Buren Energy, LLC reserves the right to request all documents in addition to or in support of this form necessary to verify ownership.

Please use the following guidelines to ensure that the Affidavit of Heirship is completed correctly and copies of required documents are attached:

1. The Affidavit of Heirship CANNOT be filled out by any party who stands to benefit from the Estate; including spouses and children of surviving heirs. Please refer to your attorney, CPA, neighbor, pastor, family friend or acquaintance to complete the Affidavit.
2. If decedent left a will, attach a certified copy thereof.
3. If executor or administrator has been appointed for the estate of decedent, attach a copy of the certificate of appointment from the court which made the appointment.
4. If administration on decedent's estate has been completed and final order or decree of distribution has been rendered, attach certified copy of such order or decree.
5. If necessary, you may attach the land description on a separate page. Make sure to include the appropriate legal description for recording if required by the state. Confirm with the county clerk's office the necessary requirements.
6. All signatures in the Affidavit MUST be notarized.
7. The completed, properly executed and notarized Affidavit MUST be recorded in the county where the affected property is located. Contact the county clerk's office to inquire about the recording costs.
 - * You can access the National Association of Counties website to find the county clerk's address: <http://www.naco.org>
8. **Forms sent to Van Buren Energy, LLC without a recorder's stamp will automatically be rejected.** Please keep originals of all completed forms and legal documents for your records.

Return the complete **recorded** form along with any other required documents to:

Van Buren Energy, LLC
PO Box 3351
Oklahoma City, OK 73101
Email: ownerrelations@vanburenenergy.com

Best regards,
Van Buren Energy Owner Relations Team

AFFIDAVIT OF HEIRSHIP

Before me, the undersigned authority, on this day personally appeared _____, a resident of _____, who, after being duly sworn by me, deposes and said: I was well and truly acquainted with _____, having known the decedent for a period of _____ years. The decedent died on _____, a resident of _____, County, State of _____.

With reference to the following land: (If more space is needed, a separate page may be attached.)

1. Did decedent leave a will? **YES / NO** (If so, attach a certified copy thereof)
2. Where was the will first admitted to probate? Give name of court, as well as name of city, county and state in which court is located. _____
3. Has will been probated or admitted to record in the state where the above described land is situated? **YES / NO** If so, give date, name of court and county. _____
4. Is administration pending on the estate of decedent? **YES / NO** If so, in what court, county and state? _____
5. Has an executor or administrator been appointed for the estate of the decedent? **YES / NO** If so, give his/her name and address. _____
6. What is the status of the administration? (Answer this question regardless of whether or not decedent left a will.) _____
7. Has a Federal Estate Tax Return been made? **YES / NO** If so, attach a copy of the Estate Tax Closing Letter together with copies of canceled checks or receipts showing that all taxes listed thereon have been paid. If not, what was the total value of the entire estate? \$_____
8. Were you acquainted with the decedent's business affairs? **YES / NO** Did decedent leave any debts or obligations unpaid? **YES / NO** Have all such debts or obligations been paid? **YES / NO** If not, how much remains unpaid? \$_____ What is the reason these debts have not been paid? _____

INFORMATION CONCERNING HEIRS OF DECEDENT

9. Did decedent leave wife or husband surviving? **YES / NO** If so, give name and address: _____

Give the date of such marriage. _____

10. Had decedent been previously married? **YES / NO** If so, to whom? _____

Give the date of such marriage. _____ How and when did such marriage terminate?
 _____ If deceased, give the date of death. _____

11. Give the following information concerning all children born to decedent:

NAME	ADDRESS	NAME OF OTHER PARENT	DATE OF BIRTH	DATE OF DEATH

12. All those children shown as deceased were unmarried and left no children, except _____

(Attach separate Affidavit of Heirship for each deceased child of decedent.)

13. Did decedent leave any adopted child or issue thereof? **YES / NO** If so, give the names, ages and addresses.

NAME	AGE	ADDRESS

14. If decedent left surviving no issue or adopted child, give the following information:

- a. **FIRST**, List parents, if living; also list brothers and sisters. If any brother or sister died before decedent, also list his or her children.
- b. **SECOND**, If no parent, brother or sister survived decedent, list following, if any surviving: grandparents, nephews and nieces, uncles and aunts, cousins. If none of the foregoing survived, list nearest of kin surviving:

NAME	AGE	ADDRESS	RELATION TO DECEDENT

15. When did deceased acquire his/her interest in the land described in the caption hereof? (please give date interest acquired) _____
16. How did deceased acquire such interest? (By deed, devise, inheritance or give.) _____
17. Was said land occupied by the decedent as a homestead at the time of his/her death? **YES / NO**
18. If so, is it still being occupied by the decedent's surviving spouse and/or children as a homestead? **YES / NO**
19. Did decedent leave any minor children? **YES / NO** If so, are they living on the land? **YES / NO**

AFFIDAVIT

STATE OF _____)
) ss.
 COUNTY OF _____)

ADDRESS

SIGNATURE

SUBSCRIBED AND SWORN to before me this _____ day of _____, _____

 Notary Public

My Commission Expires:

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