

CHANGE OF OWNERSHIP

All changes should be in writing and either mailed or emailed to the appropriate address listed below.

REMIT TO:

Empire Energy E & P, LLC
 Attn: Land Administrator
 380 Southpointe Boulevard, Suite 130
 Canonsburg, PA 15317

Change of Ownership:

Email: sdeliere@empireenergyusa.com

All payees are required to provide a social security or tax identification number for Federal Law required tax withholding. All changes of ownership must be filed of record in the County where the property is located. Laws of agency preclude us from providing forms for conveying real property interest. However, you may contact an attorney, Legal Aid, or your local Bar Association for assistance in handling these matters. Address changes CANNOT be handled by telephone. A written request is required.

SITUATION	REQUIRED DOCUMENT(S)
Address Change and/or Bank Change	Change of Address Form needs to be submitted in writing with your signature.
Name Change: (Due to marriage, divorce, etc.)	Marriage Certificate, divorce decree or other documents affecting name change
Name Change – Companies (Due company changing its name, or due to a merger)	Certificate of merger or name change New Tax ID (Form W9)
Appointment of Attorney-In-Fact	Copy of Power of Attorney document
Interest owner died testate (with a will)	Death certificate Copy of the will Copy of order admitting will to probate recorded to the proper deed records office Letters testamentary or administration Evidence that debts and taxes have been paid Copy of Trust document if one was created through will
Interest Owner died intestate (without a will)	Death certificate Evidence of debt and taxes being paid Affidavit of Death & Heirship Form
Conveyance of Interest	Copy of recorded deed wherein you conveyed and/or received your interest in property to another party
Bankruptcy: Chapter 11	Plan of Reorganization Order Confirming the Plan of Reorganization
Chapter 7	Recorded conveyance (as appropriate) Order Naming Trustee of Bankruptcy Estate