

STATE OF _____)

AFFIDAVIT OF HEIRSHIP



COUNTY OF _____)

****NOTE: This form will be rejected if the individual completing the form ("Affiant") stands to gain financially from the estate of the Decedent****

_____ ("Affiant"), whose address is _____ and whose phone number is _____, being of lawful age and being duly sworn upon oath deposes and says that (s)he was well acquainted with _____ ("Decedent") and that the following answers and statements are based upon Affiant's personal knowledge and are true, correct and complete to the best of Affiant's knowledge and belief.

1) Source of Affiant's Knowledge

- a) How long did you know Decedent? _____
- b) Were you related to Decedent by blood or marriage? _____
- c) If yes, what was that relationship? _____

2) Decedent's Death and Administration of Decedent's Estate

****NOTE: Please attach a copy of Decedent's death certificate to this Affidavit of Heirship****

- a) What was the date of Decedent's death? _____
- b) Did Decedent leave a Will? _____
- c) Was Decedent's Will probated? _____
- d) In what county/parish and state was Decedent's Will probated? _____
- e) If no Will was probated was there a legal administration proceeding held on Decedent's estate (if yes, when and where)? _____
- f) What was the name and address of the executor, administrator or representative of Decedent's estate? _____
- g) Was the royalty interest, overriding royalty interest or working interest acquired by Decedent (i) before marriage or (ii) by gift, or inheritance during marriage? _____

3) Decedent's Marital Status

- a) Was Decedent single or married at the time of death? _____
- b) If Decedent was married at the time of death is Decedent's spouse ("Surviving Spouse") alive today? _____

****NOTE: Please contact the Phillips 66 Company Division Order Department if Decedent's Surviving Spouse is no longer living as a separate Affidavit of Heirship may be required for that individual****

- c) Provide the requested information for each marriage and spouse if Decedent ever married:

<u>SPOUSE'S NAME</u>	<u>LIVING OR DECEASED</u>	<u>MARRIAGE DATE</u>	<u>DIVORCE DATE</u>	<u>PRESENT ADDRESS OR DATE OF DEATH</u>
----------------------	---------------------------	----------------------	---------------------	---

4) Decedent's Children ****NOTE: Item 4 need not be answered if Decedent had no children****

- a) How many children were born to Decedent or were legally adopted? _____
- b) Provide the requested information for all of Decedent's children, living or deceased, born to Decedent or legally adopted by Decedent (all children must be listed regardless of whether the child's address is known):

****NOTE: Please contact the Phillips 66 Company Division Order Department if any child of Decedent is deceased as a separate Affidavit of Heirship may be required for that individual****

<u>CHILD'S NAME</u>	<u>DATE OF BIRTH</u>	<u>NAME OF CHILD'S OTHER PARENT</u>	<u>PRESENT ADDRESS OR DATE OF DEATH</u>
---------------------	----------------------	-------------------------------------	---

5) Decedent's Other Relatives ****NOTE: Item 5 need not be answered if Decedent was survived by a spouse, children or grandchildren****

- a) If Decedent left no Surviving Spouse, child or grandchild, provide the requested information naming Decedent's parents and siblings. If Decedent left no Surviving Spouse, child, grandchild, parent or sibling, provide the requested information for any other surviving relatives:

<u>RELATIVE'S NAME</u>	<u>RELATIONSHIP TO DECEDENT</u>	<u>DATE OF BIRTH</u>	<u>PRESENT ADDRESS OR DATE OF DEATH</u>
------------------------	---------------------------------	----------------------	---

AFFIANT'S SIGNATURE

Subscribed and sworn to before me on this _____ day of _____, 20____.

SEAL

Notary Public In and for the State of _____



PHILLIPS 66 COMPANY DIVISION ORDER DEPARTMENT
P O BOX 5400
BARTLESVILLE, OK 74005-5400

AFFIDAVIT OF HEIRSHIP INSTRUCTIONS

Please read the instructions below before completing the attached Affidavit of Heirship ("Affidavit") form.

- The Affidavit must be completed by a disinterested third party. A disinterested third party is an individual who will not gain financially from the estate of the deceased owner ("Decedent"). Do not complete and submit the Affidavit if your name is listed in Items 3 through 5 of the Affidavit.
- The Affidavit must be witnessed and notarized by a notary public.
- It is strongly recommended (and may be required if payments are over \$100) that the Affidavit be recorded in each county or parish in which the property to be transferred is located.
- Do not complete this form if probate proceedings or any other type of court administration has been conducted on the Decedent's estate.
- If the Decedent left a Will but there is no probate or legal administration on the estate, the law of intestate succession of the state where the property is located applies and the terms of the Decedent's Will does NOT apply.
- A separate Affidavit will likely be required if an heir of the Decedent has died. Please contact the Phillips 66 Company Division Order Department for more information.
- Please attach to the submitted Affidavit the following additional documents:
 - A copy of the Decedent's death certificate
 - A copy of the Deceased's Will (if applicable)
 - The Social Security numbers and addresses of the heirs. Failure to provide this information will delay payment to the heirs.
- Any questions concerning this form should be directed to the Phillips 66 Company Owner Relations Unit. The contact information is as follows:
 - Call 918-977-6002 or email DivisionOrder@p66.com

Phillips 66 Company reserves the right to request additional documents in support of this Affidavit which are necessary to verify ownership. Additionally, the Affidavit is not intended to act as a substitute for the probate of a deceased owner's estate.