

VAN BUREN ENERGY FAQ

HOW DO I CONTACT OWNER RELATIONS?

You may reach our Owner Relations team by email, voicemail, fax or mail. For all inquiries, please provide the owner number, account name and the last four of the SSN on the account.

Email: ownerrelations@vanburenenergy.com

Voicemail: (833) 886-7489

Mail: PO Box 3351 Oklahoma City, OK 73101

ROYALTY CHECK QUESTIONS

WHEN ARE CHECKS ISSUED?

Van Buren Energy revenue checks are generated and mailed or deposited by the last business day of each month.

WHY HAVEN'T I RECEIVED MY CHECK?

Several factors can affect this – such as the amount owed to you being less than \$100, delays by your postal delivery provider, your account being in suspense or additional information may be needed to release payment. Due to the current USPS delays, please wait at least **15** days **after** the last day of each month before contacting Owner Relations to request a void.

HOW DO I ACCESS MY ACCOUNT ONLINE?

If you have not registered with EnergyLink, please have your first Van Buren Energy royalty payment details in front of you and follow the prompts to register with EnergyLink at <https://www.energylink.com>. For support, contact help@energylink.com or call **(888) 573-3364**. Van Buren Energy does not have access to EnergyLink login information.

HOW CAN I SEE MY CHECK DETAILS?

Check details for each payment are available by logging into your EnergyLink account with your username and password. You may elect to receive paper statements by mail through your user settings or by sending a request to ownerrelations@vanburenenergy.com

HOW DO I CHANGE MY ADDRESS?

Please complete a Change of Address form by logging on to our owner portal through EnergyLink. The owner portal can be found at www.energylink.com, once you log on to their website with your username and password, you then navigate to the Change of Address area. You may also complete and email the form to ownerrelations@vanburenenergy.com or submit to our mailing address. Please note that all persons named on the account must sign the form. Once all documentation has been submitted, please allow three (3) pay cycles for the changes to be reflected. Please ensure to put in a change of address with USPS in order to avoid returned correspondence.

HOW DO I ENROLL OR CHANGE MY DIRECT DEPOSIT?

You can elect to receive Direct Deposit by submitting an ACH enrollment form. Additionally, any change in account can be accomplished by submitting a form with the new information. This form is available on the EnergyLink web portal. You may also complete and email the form along with a voided check **or** bank account verification letter to ownerrelations@vanburenenergy.com or submit to our mailing address. Please note that all persons named on the account must sign the form. Once all documentation has been submitted, please allow three (3) pay cycles for the changes to be reflected. You will continue to receive a check by mail while we process your request. *Temporary checks and/or voided checks without a printed account holder name will be rejected automatically.

WHY IS BACKUP WITHHOLDING DEDUCTED FROM MY REVENUE CHECK?

Until we have a valid Tax Identification Number or Social Security Number on file for you, the Internal Revenue Service requires that we withhold 24% of all revenues (30% for foreign residents) until the information is provided. Complete and submit a W-9 to ownerrelations@vanburenenergy.com or to our mailing address to avoid future withholdings.

WHY DOES MY PAYMENT AMOUNT CHANGE FROM MONTH TO MONTH?

Several factors can influence your payments each month, including:

- Fluctuations in prices received and volumes sold due to changing market conditions
- Normal production declines as wells age
- Temporary mechanical or operating challenges affecting production

MISCELLANEOUS

HOW DO I CHANGE MY SOCIAL SECURITY OR TAX IDENTIFICATION NUMBER ON FILE?

Please submit a new W-9 form.

HOW DO I RECEIVE FUNDS THAT HAVE BEEN ESCHEATED TO THE STATE?

Each State has Unclaimed Property laws that require money, property and other assets to be considered abandoned after a period of inactivity usually ranging from 1 to 5 years. Once unclaimed funds reach the dormancy period, unclaimed funds are remitted the State. It is the rightful owner's responsibility to work directly with the State to receive escheated funds. To locate and collect unclaimed funds, please visit the National Association of Unclaimed Property Administrators (NAUPA) at www.unclaimed.org.

WHEN WILL I RECEIVE A 1099?

Van Buren Energy is only responsible for 1099s for tax year 2023 forward. Please contact the previous operator if you need 1099 forms for prior years.

WHAT IS THE VALUE OF MY MINERAL INTEREST?

Van Buren Energy does not provide appraisals for leases. However, you may contact a local royalty broker, real estate agent or local bank in the county where the leases are located.

WHAT IS MY LEGAL DESCRIPTION?

Van Buren Energy is unable to provide title ownership research. Any information on file with Van Buren Energy would be specific to Van Buren Energy's operated production, which may not be an accurate representation of all your ownership in the area. To obtain the lease of the owned mineral rights, you will need to do your research via the County Clerk's and/or Tax Assessors office in the County where the interest is owned.

DOES VAN BUREN ENERGY BUY MINERAL RIGHTS?

Van Buren Energy is not currently purchasing mineral interests. If you wish to sell your interest, we advise you to seek an outside source to do so. If you do sell your interest to another party, please see the Ownership Change Guide below for transfer guidelines.

OWNERSHIP CHANGE GUIDE

Please send copies only. Originals will not be returned.

NAME CHANGE

Individual Name Change:

- Copy of the Marriage Certificate, Divorce Decree reinstating maiden name or other legal document affecting name change
- Updated W-9 form

Company or Corporation Name Change:

- Copy of the Certificate of Name Change, including tax ID number
- Updated W-9 form

Company or Corporation Name Change Due to a Merger:

- Copy of the Certificate of Merger
- Updated W-9 form

Appointment of Attorney-in-Fact:

- Copy of the Power of Attorney documents

GENERAL OWNERSHIP CHANGES

Ownership Change Due to Divorce:

- Copy of the complete Divorce Decree, including Settlement Agreement
- Conveyance document recorded in the county where the affected property is located, if applicable
- Completed W-9 form for new owner

Ownership Change due to Sale or Purchase of an Interest:

- Copy of the conveyance document recorded in the county where the affected property is located
- Completed W-9 form for new owner

Adding a name (ie: spouse, child, etc.) to an existing account:

- Deed conveying interest to current account holder and additional persons recorded in the county where the affected property is located

Adding a Beneficiary to an existing account:

- Beneficiary Deed or Deed Reserving Life Estate recorded in the county where the affected property is located
- Completed W-9 form for Beneficiaries/Remaindermen

TRUST OR PARTNERSHIP CHANGES

Creation of Trust or Partnership:

- Copy of the Trust or Partnership Agreement
- Document conveying the interest to a Trust or Partnership recorded in the county where the affected property is located
- Completed W-9 form for Trust

Termination of Trust or Partnership:

- Copy of the Dissolution of Trust or Partnership
- Document conveying interest to beneficiary recorded in the county where the affected property is located, if applicable
- Completed W-9 form for new owner

Change in Trustee:

- Copy of the Certificate of Trust or other recorded instrument identifying Successor Trustees, duties and powers, and the circumstances leading to the replacement
- Death Certificate for original Trustee, if applicable
- Change of Address form with updated Trust mailing address
- Updated W-9 form for Trust

Creation of Estate:

- Properly executed Order from the Court showing that an Executor has been placed along with a copy of the death certificate
- Completed W-9 for Estate

Affidavit for Collection of Small Estate (Arkansas):

- Death certificate
- Last Will and Testament
- Affidavit for Collection of Small Estate (see Ark. Code Ann. § 28-41-101) with attached Certification of Clerk recorded in the county where the affected property is located
- Completed W-9 form for each new owner

OWNERSHIP CHANGE DUE TO DEATH

Death of owner with a Will (testate) and probate proceedings will be conducted in the state where the property is located:

- Death certificate
- Order Admitting Will to Probate
- Letters Testamentary
- Last Will and Testament
- Final Decree of Distribution or Judgment of Possession recorded in the county where the affected property is located
- Completed W-9 form for each new owner

Death of owner with a Will (testate), but probate proceedings are to be conducted outside of the state where the property is located:

- Death certificate
- Last Will and Testament
- Letters Testamentary
- Order Admitting Will to Probate
- Final Decree of Distribution or Judgment of Possession
- Documentation of Ancillary Probate proceedings opened in all affected states or properly executed Affidavit of Heirship signed or witnessed by a disinterested third party (someone who will not benefit from the Estate) and recorded in the county where the affected property is located
- Completed W-9 form for each new owner

Death of owner with a Will (testate), but no probate proceedings will be filed:

- Death certificate
- Last Will and Testament
- Final Distribution signed by a Judge and recorded in the county where the affected property is located
- Deed granting ownership recorded in the county where the affected property is located, if applicable
- OR Properly executed Affidavit of Heirship signed or witnessed by a disinterested third party (someone who will not benefit from the Estate) recorded in the county where the affected property is located
- Completed W-9 form for each new owner

Death of owner without a Will (intestate), but probate proceedings are to be conducted in the state where the property is located:

- Death certificate
- Letters of Administration
- Final Distribution signed by a Judge and recorded in the county where the affected property is located
- Deed granting ownership recorded in the county where the affected property is located, if applicable

- OR Properly executed Affidavit of Heirship signed or witnessed by a disinterested third party (someone who will not benefit from the Estate) recorded in the county where the affected property is located
- Completed W-9 form for each new owner

Death of Joint Tenant or Tenants by Entirety:

- Copy of deceased tenant's death certificate
- Completed W-9 form for surviving tenant

Death of owner without a Will (intestate), but no probate proceedings will be filed:

- Death certificate
- Copy of properly executed Affidavit of Heirship signed or witnessed by a disinterested third party (someone who will not benefit from the Estate) recorded in the county where the affected property is located
- Completed W-9 form for each new owner

Death of Life Tenant:

- Copy of deceased tenant's death certificate
- Recorded instrument creating the Life Estate recorded in the county where the affected property is located
- Completed W-9 form for each Remaindermen

BANKRUPTCIES

Chapter 11

Copy of the plan of reorganization

Chapter 7

Copy of the recorded conveyance, if applicable, and Court Order naming Trustee of Bankruptcy Estate

If you die with:	Here's what happens:
<ul style="list-style-type: none"> children or other descendants but no spouse 	<ul style="list-style-type: none"> children and descendants inherit all intestate property
<ul style="list-style-type: none"> spouse of at least three years, no children 	<ul style="list-style-type: none"> spouse inherits everything
<ul style="list-style-type: none"> spouse and children 	<ul style="list-style-type: none"> spouse gets 1/3 of real property in the form of a life estate and 1/3 of the personal property children inherit all of the real property less the life estate and 2/3 of the personal property.
<ul style="list-style-type: none"> spouse of less than three years, no children 	<ul style="list-style-type: none"> spouse inherits 50% of intestate property parents, siblings, or other relatives inherit remaining 50% of intestate property
<ul style="list-style-type: none"> parents but no children or spouse 	<ul style="list-style-type: none"> parents inherit everything
<ul style="list-style-type: none"> siblings but no children, spouse, or parents 	<ul style="list-style-type: none"> siblings inherit everything

The Spouse's Share in Arkansas:

In Arkansas, whether or not you have a will when you die, your spouse will inherit property from you under a doctrine called "dower and curtesy." Briefly, this is how it works:

If you have children or other descendants. Your spouse has the right to use, for life, 1/3 of your real estate. After you die, your children or other descendants inherit the property outright. In addition, your spouse inherits 1/3 of your personal property outright.

If you don't have children or other descendants. In most cases, your spouse freely inherits 1/2 of your real estate and 1/2 of your personal property.

In addition to the protections of dower and curtesy, if you are married and you die without a will, your spouse may receive some of your intestate property. (Remember, that's only the property that would have passed under a will if you had made one, and not in any other way -- for example by dower and curtesy or any of the other methods mentioned at the beginning of this article.) How much your spouse inherits depends on whether or not you have living children or other descendants, and on how long you were married.

If you have children or other descendants. If you have children, grandchildren, or great grandchildren, they will inherit all of your intestate property.

If you were married at least three years. If you were married for at least three years and you have no descendants, your spouse inherits all of your intestate property.

If you were married less than three years. If you were married for less than three years, your spouse inherits 50% of your intestate property. The rest goes to other surviving relatives in the order established by Arkansas law.

Children's Shares in Arkansas

If you die without a will in Arkansas, your children will receive an "intestate share" of your property. The size of each child's share depends on how many children you have and whether or not you are married. (See the table above.)

For children to inherit from you under the laws of intestacy, the state of Arkansas must consider them your children, legally. For many families, this is not a confusing issue. But it's not always clear. Here are some things to keep in mind:

- **Adopted children.** Children you legally adopted will receive an intestate share, just as your biological children do.
- **Foster children and stepchildren.** Foster children and stepchildren you never legally adopted will not automatically receive a share.
- **Children placed for adoption.** Children you placed for adoption and who were legally adopted by another family will not receive a share. However, if your biological children were adopted by your spouse, that won't affect their intestate inheritance.
- **Posthumous children.** Children conceived by you but not born before your death will receive a share.
- **Children born outside of marriage.** If you were not married to your child's mother when she gave birth, the

child may receive a share of your estate if (1) you later marry the child's mother, (2) a court establishes your paternity, (3) you acknowledge in writing that you are the child's father, (4) your name appears with your written consent on the child's birth certificate, or (5) you are obligated to support the child under a written voluntary promise or by court order. If you are the child's mother, your child will receive a share.

- **Children born during your marriage.** Any child born or conceived during your marriage is assumed to be your child and will receive a share of your estate.
- **Children born during a marriage that is later found to be void.** If you had a child during an attempted marriage that is later found to be void, that child is considered your legitimate child and will receive a share of your estate.
- **Children born following artificial insemination.** Any child conceived after artificial insemination of a married woman with the consent of her husband is considered a legitimate child and will receive a share of the parents' estate. Consent of the husband is presumed unless proved otherwise.
- **Grandchildren.** A grandchild will receive a share only if that grandchild's parent (your son or daughter) is not alive to receive his or her share.

Arkansas Code § § [28-9-209](#) and [28-9-10](#) cover parent-child relationships.

Will the State Get Your Property?

If you die without a will and don't have any family, your property will "escheat" into the state's coffers. However, this very rarely happens because the laws are designed to get your property to anyone who was even remotely related to you. For example, your property won't go to the state if you leave a spouse, children, siblings, parents, grandparents, great grandparents, aunts or uncles, great uncles or aunts, nieces or nephews, cousins of any degree, or the children, parents, or siblings of a spouse who dies before you do. (Arkansas Code § § [28-9-214](#) and [28-9-215](#).)

Other Arkansas Intestate Succession Rules

Here are a few other things to know about Arkansas intestacy laws:

- **Survivorship period.** To inherit under Arkansas's intestate succession statutes, a person must outlive you by five days. So, if you and your brother are in a car accident and he dies a few hours after you do, his estate would not receive any of your property.
- **Half-relatives.** "Half" relatives inherit as if they were "whole." That is, your sister with whom you share a father, but not a mother, has the same right to your property as she would if you had both parents in common.
- **Posthumous relatives.** Relatives conceived before -- but born after -- you die inherit as if they had been born while you were alive. This rule only applies if the relative is your descendant (child, grandchild, and so on), and not for other relatives (aunts, cousins, etc.).
- **Immigration status.** Relatives entitled to an intestate share of your property will inherit whether or not they are citizens or legally in the United States.