



Affidavit of Heirship

Instructions for Submission

Getting Started

1. Print form
2. Have a disinterested third party complete the form in full
3. Sign document in the presence of a notary public (digital signatures not accepted)
4. Send the completed, properly executed Affidavit of Heirship to the County Clerk for proper recordation (see County Clerk contact information below)

Documents to Include when Submitting Affidavit of Heirship to Ensign

- Copy of the completed, properly executed Affidavit of Heirship which has been recorded in the County where the property is located.
- Copy of the death certificate
- A W-9 for each of the heir(s) listed on the Affidavit of Heirship

IMPORTANT NOTE: This form should be signed or witnessed by a disinterested third party (not a family member).

County Clerk Locations

[Bee County Clerk](#)

105 W Corpus Christi St #108, Beeville, TX 78102

[DeWitt County Clerk](#)

307 N Gonzales St, Cuero, TX 77954

[Karnes County Clerk](#)

210 W Calvert Ave, Karnes City, TX 78118

[Live Oak County Clerk](#)

301 Houston St, George West, TX 78022

Options for Submitting to Ensign

Online

1. Scan a copy of recorded Affidavit of Heirship and other necessary documents using a mobile app or physical scanner
2. Go to www.ensignnr.com
3. Click Owner Relations
4. Click Submit Forms & Documents
5. Follow instructions to provide contact details and upload your documents

Email

Send copy of recorded Affidavit of Heirship and other necessary documents to:
ownerrelations@ensignnr.com

Postal Mail

Mail copy of recorded Affidavit of Heirship and other necessary documents to:

Ensign Natural Resources LLC
Attn: Division Orders
5875 N Sam Houston Pkwy W #600
Houston, TX 77086

AFFIDAVIT OF DEATH AND HEIRSHIP

This form is to be completed by a disinterested third-party familiar with the decedent listed below.

FILL IN ALL BLANKS, **PRINT ONLY UNLESS SPECIFIED OTHERWISE**

INFORMATION CONCERNING _____, DECEASED.
(DECEDENT)

PROPERTY INFORMATION	
LEGAL DESCRIPTION OF PROPERTY	
COUNTY	STATE

STATE OF TEXAS §
COUNTY _____ § SUBSCRIBED AND SWORN UNDER OATH:

I, _____ the Affiant ("I" or "my"
(FIRST NAME) (MI) (LAST NAME)

hereinafter), residing at _____
(ADDRESS) (CITY) (STATE) (ZIP CODE)

being of lawful age, being first duly sworn, upon oath deposes and state:

I was well acquainted with the above-named deceased individual ("deceased" or "decedent" hereinafter) for _____ number of years, from _____ to _____, and I am personally familiar with the family and marital history of the deceased and the answers and statements given in the following questionnaire are based upon my personal knowledge, true, and correct. Further, I am not a direct heir of the named deceased individual:

01. What is your relationship with the deceased? _____

02. The deceased was born on _____ in _____
(DAY) (MONTH) (YEAR) (CITY) (STATE)

03. The deceased departed his/her life on _____ in _____
(DAY) (MONTH) (YEAR) (COUNTY or CITY)
_____. He/she was _____ years old.
(STATE) (AGE)

04. At the time of death, the Decedent's residence was _____
(ADDRESS) (CITY) (STATE) (ZIP CODE)

05. The deceased owned the mineral property listed in the Property Information box above. YES / NO
(CIRCLE ONE)

06. The described property WAS / WAS NOT occupied by the deceased individual as his/her homestead.
(CIRCLE ONE)

07. The described property IS / IS NOT occupied by the deceased's surviving spouse.
(CIRCLE ONE)

08. The described property was property acquired by the deceased BEFORE / DURING his/her most recent marriage.
(CIRCLE ONE)

09. How was the described property acquired by the deceased? INHERITED / PURCHASED / GIFTED
(CIRCLE ONE)

INFORMATION CONCERNING _____, DECEASED.
(DECEDENT)

I was well acquainted with the deceased’s surviving family members, and the following statements and answers to the following questions are based upon my personal knowledge and are true and correct:

10. Did the deceased leave a Will? YES / NO Please attach a copy of the Will to this Affidavit, if applicable.
(CIRCLE ONE)

11. In what state(s) and county(s) has the deceased’s Estate been probated? _____
If no Probate, write “NONE”; otherwise list state(s).

12. The Estate of the deceased currently DOES / DOES NOT owe debts to any person, business, or government entity, including any taxes.
(CIRCLE ONE)

13. If the Estate DOES owe debt, describe all debts owed, including taxes of the Estate: _____

14. At the time of death, the deceased was MARRIED / WIDOWED / DIVORCED / NEVER MARRIED
(CIRCLE ONE)

15. If survived by a spouse, what is the spouse’s name? _____
(FIRST NAME) (MI) (LAST NAME)

16. What is the address of the surviving spouse? _____
(ADDRESS) (CITY) (STATE) (ZIP CODE)

17. How many times was the deceased married? 0 / 1 / 2 / 3 / 4 / 5 / 6+
(CIRCLE ONE)

18. List marriage history and how many children, including adopted, the deceased had with each spouse.

Name of Spouse	Date of Dissolution and Cause	Number of Children, Including Adopted

19. What is the total number of children the deceased had, adopted and biological? _____
(NUMBER)

20. List all children born or adopted to the deceased who were **LIVING** at the time of the deceased’s death.

Name of Child	Date of Birth	Name of Other Parent	Present Mailing Address

21. List all children born or adopted to the deceased who were **NOT LIVING** at the time of the deceased’s death.

Name of Child	Date of Death	Name of Other Parent	Date of Death; City, State of Last Residence

22. If the deceased left no surviving spouse or child(ren), give the following information in the following order: (1) The parents of the deceased; (2) if the parents are not living, the brothers and sisters of the deceased, including those that have passed away; (3) the children of the departed brothers and sisters listed; (4) if no parents, brothers, sisters, nieces, or nephews, list the aunts and uncles of the deceased; (5) if none of the above, the next of kin of the deceased.

Table with 3 columns: Name / Relationship, Date of Birth, Address / (if departed, state the date of death). Multiple empty rows for data entry.

23. This Affidavit of Death and Heirship DOES / DOES NOT contain an Exhibit providing additional information. (CIRCLE ONE)

Section below to be completed in the presence of a Notary Public.

INFORMATION CONCERNING _____, DECEASED. (DECEDENT)

I swear under the penalty of perjury that the information given in the above and foregoing Affidavit of Death and Heirship and any exhibits attached hereto regarding the Deceased is true, accurate, and complete to the best of my knowledge as the Affiant.

AFFIANT section with fields for (FIRST NAME - PRINT), (MI), (LAST NAME - PRINT), (EMAIL), (PHONE NUMBER), (SIGNATURE), on this (DAY) of (MONTH), (YEAR).

ACKNOWLEDGMENT OF THE AFFIANT'S ABOVE AFFIDAVIT OF DEATH AND HEIRSHIP

NOTARY PUBLIC, STATE OF TEXAS section with fields for STATE OF TEXAS, COUNTY OF, § SUBSCRIBED AND SWORN UNDER OATH:, (FIRST NAME - PRINT), (MI), (LAST NAME - PRINT), (SIGNATURE), on this (DAY) of (MONTH), (YEAR).

(NOTARY SEAL) COMMISSION NUMBER _____ MY COMMISSION EXPIRES on this (DAY) of (MONTH), (YEAR).

Section below to be completed in the presence of a Notary Public.

CONFIRMATION OF AFFIDAVIT OF DEATH AND HEIRSHIP

This form is to be completed by a person other than the one making the foregoing Affidavit of Death and Heirship and who is not a named heir or a family member of an heir.

PRINT ONLY, UNLESS SPECIFIED OTHERWISE

INFORMATION CONCERNING _____, DECEASED.
(DECEDENT)

I, _____, the Confirming Affiant ("I" and "my"
(FIRST NAME) (MI) (LAST NAME)
hereinafter), residing at _____,
(ADDRESS) (CITY) (STATE) (ZIP CODE)
being of lawful age, being first duly sworn, upon oath deposes and state:

I swear under the penalty of perjury that the information given in the above and foregoing Affidavit of Death and Heirship and any exhibits attached hereto regarding the Deceased is true, accurate, and complete to the best of my knowledge as the Confirming Affiant.

CONFIRMING AFFIANT

(FIRST NAME - PRINT) (MI) (LAST NAME - PRINT)

(EMAIL) (PHONE NUMBER)

(SIGNATURE) on this _____ of _____,
(DAY) (MONTH) (YEAR)

ACKNOWLEDGMENT OF THE CONFIRMING OF THE AFFIDAVIT OF DEATH AND HEIRSHIP

NOTARY PUBLIC, STATE OF TEXAS
STATE OF TEXAS §
COUNTY OF _____ § SUBSCRIBED AND SWORN UNDER OATH:

(FIRST NAME - PRINT) (MI) (LAST NAME - PRINT)

(SIGNATURE) on this _____ of _____,
(DAY) (MONTH) (YEAR)

(NOTARY SEAL) COMMISSION NUMBER _____
MY COMMISSION EXPIRES on this _____ of _____,
(DAY) (MONTH) (YEAR)

THIS PAGE IS INFORMATIONAL ONLY AND SHOULD NOT BE FILED OF RECORD.

Notices Regarding the Affidavit of Death and Heirship

NOTE: This form may be signed by a member of the family, as long as they are not an heir to the deceased, but the Confirming Affidavit **MUST** be signed by a person who is **NOT** a member of the family or a direct heir. This form must be notarized for the **AFFIANT** and the **CONFIRMING AFFIANT**.

NOTE: If the deceased left a will, and the will was **NOT** probated in the state where the land/minerals are located, the laws of Intestate Descent and Distribution of that state will apply, and **NOT** the terms of the will.