

Frequently Asked Questions

Questions can be directed to our email address (land@navidadenergy.com) or via phone, during business hours, at (844) 628-4323

Our mailing address is:

Navidad Operating Company, LLC
Attn: Land Department
P.O. Box 3184
Flint, TX 75762

Payments:

Most royalty owners will receive a monthly check. Small amounts are accumulated and paid when the total amount exceeds \$50.

Changes of Address:

It is imperative that you maintain a current address with Navidad Operating Company. Returned mail may result in a suspension of royalty payments if we cannot determine a valid address.

Address changes must be received in writing and include the signature of the mineral owner. Please include the former address in your correspondence as well as the new address. Please include your social security number or tax identification number for verification purposes.

Changes of address can be sent to Navidad Operating Company via email using a PDF form or via regular mail at the address listed above.

Change in name of owner due to marriage or divorce:

A change in ownership due to marriage or divorce will require a letter stating the nature of the change as well as **a court recorded document or certified copy** of your marriage certificate or divorce decree in order to make the change. The document must be an **original (not an uncertified copy or a PDF of a certified copy)** and will be returned to the mineral owner after processing by Navidad Operating Company. Please include a return address so that we may return the original document or original certified copy.

Change of ownership due to death:

A change in ownership due to death will require forwarding probate documents or an affidavit of heirship. The documents required to make this type of change must be **a court recorded document or a certified copy of the document**. The document must be an **original (not an uncertified copy or a PDF of a certified copy)** and will be returned to the mineral owner after processing by Navidad Operating Company. Please include a return address so that we may return the original document or original certified copy.

Other changes in ownership:

A change in ownership (other than due to death) will require receipt of **RECORDED** copies of the documentation such as a Deed of Assignment, etc. from the county in which the property is located. The documents required to make this type of change must be **a court recorded document or a certified copy**. The document must be an **original (not a copy of a certified copy or a PDF of a certified copy)** and will be returned to the mineral owner after processing by Navidad Operating Company. Please include a return address so that we may return the original document or original certified copy.

Lost or Stolen Check:

If your check is lost or stolen please call us at (844) 628-4323 or email accounting@navidadenergy.com.

Annual Statements:

Royalty interest owners receiving more than \$10 and working interest owners receiving more than \$600 annually receive IRS Form 1099. Please ensure that Navidad Operating Company, LLC has a W-9 and your correct mailing address on-file.

Reasons for Suspension of Royalty Payments:

- Title dispute
- Assignment of interest
- Notice of Death
- Transfer of Property
- Returned Mail with No Known Address

State Regulatory Agencies:

Royalty Owners in Oklahoma

Oklahoma Corporation Commission
(405) 521-2613
www.occeweb.com

Royalty Owners in Texas

Texas Railroad Commission
(512) 463-7200
www.RRC.state.tx.us/