Invenergy

Landowner Documentation Changes Form

DATE: PROJECT: AGREEMENT #:

TYPE OF CHANGE \_\_\_\_\_\_

CURRENT NAME PHONE #: \_\_\_\_\_\_\_

NEW NAME (for landowner changes):

NEW PHONE #: \_\_\_\_\_\_\_

PARCEL #s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MAILING ADDRESS (if different from property address) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EFFECTIVE DATE:

DOCUMENTATION REQUIRED

|  |  |  |  |
| --- | --- | --- | --- |
|  | Leaseholder Death | Land is Sold or Transferred | Change in Payment Split |
| Death Certificate | ✓ |  |  |
| Agreement Regarding Payment Instructions |  |  | ✓ |
| Copy of Deed | ✓ | ✓ |  |
| W-9 | ✓ | ✓ | ✓ |
| Trust Agreement1 | ✓ | ✓ | ✓ |

1 Required if payee is a non-revocable trust

Verify documents contain the following information prior to submission:

1. Death Certificate: Verify document is signed and that the name matches the leaseholder

(B) Agreement Regarding Payment Directives: Verify name, address and correct splits.

(C) Copy of Deed: Deed is for property in question and is signed and dated

(D) W-9: Address is up to date and document is signed. Name on W-9 must match the name on the deed, trust, or Agreement Regarding Payment Instruction. Name printed on check will match name on W9.

(E) Trust Agreement: Signed by applicable trustees and dated