



Request to Change Address or Phone Number

Instructions to request a change of address and phone number:

1. Print the form.
2. Fill out the form in its entirety. (*please print clearly*)
3. Sign the form and provide last four digits of Social Security or Tax I.D. number.
4. Mail, email or fax the form to Headington Energy Partners LLC.

Headington Energy Partners LLC
Attention: Division Orders
1700 N Redbud Blvd Ste 400
McKinney, TX 75069

Email: division_order@headingtonenergy.com
Fax: 972-529-9557
Phone: 214-696-7787

Name: _____
Owner Number: _____

Previous Information

Address: _____ Phone Number: _____

New Information

Address: _____ Phone Number: _____

I authorize Headington Energy Partners LLC to change my address information as specified above. This change may take up to 45 days to complete. This authority will remain in effect until I have filed a new authorization form. I understand that I can change my address information simply by filing a new authorization form.

Signature: _____ Date: _____
Last four digits of SS/TID: _____