



Direct Deposit Enrollment Form

Type of request: New Application Change Request Cancel

Party/Company Name: _____ Party Number: _____

SSN#/Federal Tax ID: _____ Phone Number: _____

Email: _____

Address on File: _____

City: _____ State: _____ Zip: _____

Financial Institution/Bank Name: _____

Account Number: _____

ABA/Routing Number: _____

Account: Checking Savings

Please select how you wish to receive your payment detail.

- Send payment detail via U.S. Mail. No election defaults to this option.
- Electronically to Email address: _____
- Cancel payment detail by Email. Send payment detail via U.S. Mail.

The undersigned owner agrees that Coterra may reverse any electronic payment that is determined to be fraudulent, duplicate or made in error. Such owner further agrees that authorization of EFT as evidenced by the signature below amends your existing payment instructions to Coterra. In the event that the EFT is unable to go through (e.g., due to closure or abandonment of an account, inaccurate account information, force majeure, etc.) Coterra will continue making payment to you by check. Please allow up to forty-five (45) days to complete the enrollment process.

I hereby agree to the terms enumerated herein, certify that the depository information listed below is accurate and authorize Coterra to issue payments to me electronically (If a joint account, signatures of both parties are required).

Name (Print): _____ Signature: _____ Date: _____

Name (Print): _____ Signature: _____ Date: _____

Original form must be mailed to the address below. Emails with copies attached will not be accepted: Coterra Energy, Attn: Division Orders, PO Box 4544, Houston, Texas 77210-4544

JOAN DOE	CK#123456
STREET, COUNTY, STATE, USA 54321	SAMPLE CHECK
PAY TO THE ORDER OF	<u>ATTACH VOIDED CHECK</u> _____
	<u>HERE</u> _____ DOLLARS
YOUR FINANCIAL INSTITUTION	
(ROUTING#)123 123 123	(ACCOUNT#) 123654879 (CHECK#) 123456

Attach a pre-printed VOIDED CHECK or pre-printed letter from your bank/financial institution with the account holder's banking information. It should include the name listed as record title owner with a routing and account number. Letter must be signed by a bank officer with his/her title on the bank's letterhead. Handwritten names or account numbers WILL NOT BE ACCEPTED