



P.O. Box 1188  
Houston, TX 77251

## **Direct Deposit/ Financial Electronic Data Interchange**

Trinity Operating (USG), LLC ("Trinity") is offering complimentary direct deposit to all royalty owners who want to participate. This program is part of our continuing effort to provide the best customer service to our owners. Benefits of our direct deposit program include the elimination of mailing delays, lost or stolen checks and receipt delays related to address changes. Direct Deposit will allow our owners to receive a financial electronic data interchange (FEDI) in their designated financial institution (bank, credit union or savings and loan). The FEDI will deposit the cash value of your monthly interest payment into your bank account and is typically available for use within two (2) business days following the check issue date using the Automated Clearing House (ACH) wire system.

***In order to begin receiving Electronic Payments, simply fill out the FEDI form and attach a void check (Please allow 30-60 days for ACH payments to begin).***

***If you elect not to participate in our Direct Deposit program, simply disregard this letter. No further action on your part is necessary.***

***If you choose to continue receiving checks by mail, please allow 20 business days for your check to arrive before submitting a request to reissue your payment.***

***Your direct deposit information does NOT transfer from PetroQuest or Encana/Newfield to Trinity. You must complete a new form for Trinity.***

Trinity Operating, LLC is pleased to provide access to check details on a FREE and secure website:

[www.energylink.com](http://www.energylink.com)

EnergyLink provides you with a more effective and efficient online solution to receiving your backup.

How it works: To view and/or print your check details FREE of charge on [www.energylink.com](http://www.energylink.com), please go to [www.energylink.com/Public/Signup.aspx](http://www.energylink.com/Public/Signup.aspx) to create and account. **You'll need the information from a revenue check to complete your account setup.**

Once an account is created, when new backup is available, you will be notified by email and can print your backup directly from the email (by clicking the "Print" hyperlink within your email) or by logging into the website.

**ALL DIRECT DEPOSIT FORMS MUST BE SUBMITTED VIA US MAIL. TRINITY WILL NOT ACCEPT YOUR REQUEST VIA EMAIL.**



**FINANCIAL ELECTRONIC DATA INTERCHANGE AUTHORIZATION**  
 ["FEDI Authorization"]

**SECTION A: INFORMATION FOR DIRECT DEPOSIT WITH TRINITY OPERATING (USG), LLC**

- This FEDI Authorization is for the purpose of facilitating electronic payments to the Owner's account at a specified Financial Institution ("Bank") in lieu of payment by check transmitted by U.S Mail to the Owner's address.
- Owner must complete Section B. The Owner's signature authorizes Trinity Operating (USG), LLC. (aka "Trinity") to satisfy payment obligations by initiating fund transfers resulting in a deposit into your specified Bank account.
- The Owner is solely responsible for the accuracy and completeness of all information provided in Section B, and Trinity is authorized and directed to rely on such information. Trinity is under no duty to detect any inaccurate, inconsistent or incomplete information provided to Trinity by the Owner in connection with any service or materials provided to Trinity. If necessary to give effect to instructions for any service or materials provided to it, Trinity may change the information provided, including names and account numbers.
- Once the Owner is setup with direct deposit, payment details will be available at [www.energylink.com](http://www.energylink.com). Once the first payment is desosited, please go to [www.energylink.com/Public/Signup.aspx](http://www.energylink.com/Public/Signup.aspx) to create an account. (The information from the revenue check is needed to complete the account setup.)
- Payments will be processed by our respective Financial Institutions in accordance with the rules of the National Automated Clearing House Association (NACHA), as applicable. Payments will be made in accordance with the payment terms of applicable contracts.
- Any subsequent changes to the Bank information listed below will require transmittal of a revised FEDI Authorization form  
**All Direct Deposit and FEDI forms must be submitted to Trinity Operating via US Mail ONLY to:**  
**Trinity Operating, LLC**  
**ATTN: Owner Relations**  
**PO Box 1188**  
**Houston, Texas 77251.**  
**Forms submitted electronically will no longer be accepted.**
- Return Completed and signed FEDI Form.  
 Trinity FEDI **Required Attachments:**  
 Must Include the following:
  - a) Voided Check **OR** Letter of Submission from Owner's Bank including the bank account and routing number
  - b) Signed W9

**SECTION B: OWNER INFORMATION & AUTHORIZATION**

Owner Name:			
Address:			
City:	State:	Zip Code:	
Tax ID #:	Last 4 of SSN#:		

**Owner Contact Information For Payment Notification**

Name:	Title:	Phone #:
Email Address (Required):	Owner Number:	

**Bank Information (Contact Financial Institution To Obtain This Information)**

Bank Account Holder Name:			
Bank Name:	Branch:		
City:	State:	Zip Code:	
ACH:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Type Of Account: (Check One)	<input type="checkbox"/> CHECKING	<input type="checkbox"/> SAVINGS	
Routing Number: (Must be 9 Digits)			
Bank Account Number:			

**WIRE TRANSFERS ARE NOT APPLICABLE FOR LAND OWNERS**

**Fill this section in ONLY for WIRE Transactions**

IBAN #:			
Swift Code:	Country:		
Special Instructions:			

**Owner Authorization Signature**

Authorized Signature:			
Title:	Date:		

**IF SIGNING ON BEHALF OF AN OWNER, PLEASE INCLUDE AGENCY AGREEMENT OR POWER OF ATTORNEY.**

- By submitting this form to Trinity Operating you are acknowledging the following: (i) the conditions outlined in this form, (ii) the accuracy of the data and content provided within this form, (iii) you are the account holder and Owner of this account, (iv) your signature on this form authorizes Trinity Operating to electronically transfer payments to the bank account using the information you have provided on this document.

# Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p><b>2</b> Business name/disregarded entity name, if different from above</p>	
	<p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions.</p>	<p>Requester's name and address (optional)</p>
	<p><b>6</b> City, state, and ZIP code</p>	
	<p><b>7</b> List account number(s) here (optional)</p>	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>											
				-			-				
<b>or</b>											
<b>Employer identification number</b>											
				-							

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends or interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*