



Return to:
ExxonMobil
Attn: Division Orders
LOC 116, 22777 Springwoods Village Pkwy
Spring, TX 77389
UIS-LAND-BP-DATA-MANAGEMENT@exxonmobil.com

To request direct deposit changes related to your owner account, please complete the form below and **enclose an original voided check** from your account or an original document from your financial institution with a letterhead stating your name, type of account, account number and routing number. Please return your completed form to ExxonMobil in one of the above-mentioned ways.

Make your changes quicker online!

Visit our self-service portal, register & make direct deposit changes instantly at www.energylink.com

AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT

Please allow 4-6 weeks to process the request

Owner Number									
Owner Name									
Address (Optional)*									
City					State		Zip Code		
Email Address**									
Phone Number									

* If the address provided differs from the one currently on file, we will proceed with updating our records accordingly.

** By providing an email address you are authorizing electronic communication.

Name on Bank Account															
Bank Name															
City											State				
Account Type	Checking										Savings				
ABA Routing Number															
Account Number															

☐ Check here if a paper copy of your check detail is requested to be sent via the U.S. Mail to the address on file.

Owner Last 4 TIN or SSN				
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Date: _____

Signature of Owner

Signature of 2nd Owner*

**All Original Signature(s) Required*

I (we), hereinafter "Owner", do hereby authorize ExxonMobil to make direct deposit payments to the financial institution and account designated herein. If the funds deposited are determined to be fraudulent, duplicate or made in error, Owner authorizes ExxonMobil to direct Owner's financial institution to return from Owner's account the funds to which Owner is not entitled, not to exceed the original amount of the erroneous payment. Owner does hereby release and hold ExxonMobil harmless for any loss, claim, or damage incurred as the result of Owner's financial institution's failure to properly or promptly post any payment. Either Owner and/or ExxonMobil shall have the right to terminate this agreement at any time and resume payments via physical check to the address on file for Owner.

Instructions

Owner Number: If your check is issued by XTO Energy Inc., your Owner number will have 8-digits and typically starts with 00[30*****] or 30*****. If your check is issued by Exxon Mobil Corporation, your Owner number will have 7-digits and may start with any number. The Owner number can be found on your respective check statement.

Owner Name: Enter your complete legal name as it appears on your identification documents.

New Address: Enter your new address details, including street, city, state, and ZIP code.

Contact Information: Include your phone number and email address for any follow-up communication.

TIN & SSN: Please provide the last 4 digits of your TIN or social security number currently on file associated with the given owner number.

Name on Bank Account: Enter your complete name as it appears on your account.

Bank Name: Enter your bank's name.

City and State: Enter your bank's city and state.

Account Type: Select which account type you have.

ABA Routing Number: Enter 9-digit number listed on the bottom of your check.

Account Number: Enter your bank account number.

Signature: Sign the form to confirm the information provided is accurate. For the owners' protection, direct deposit request may only be submitted by the actual owner or the owner's legally recognized agent (trustee, attorney-in-fact, etc.) IF YOU ARE ACTING AS AN AGENT, PLEASE ATTACH DOCUMENTATION VERIFYING YOUR RIGHT TO ACT AS AN AGENT ON BEHALF OF OWNER OF RECORD.

Date: Write the date when you are filling out the form.

For assistance, you can reach our Interest Owner Relations Group at 1-866-886-2613.

Data Privacy Section

We value your privacy and are committed to protecting your personal data. This notice explains how we collect, use, and protect your information when you submit a Direct Deposit Agreement form.

Data Collection: When you submit a Direct Deposit form, we collect the following personal data: Owner Number, Owner Name, Current Address, Contact Information, Last four digits of SSN, Signature

Purpose of Data Collection: We collect your personal data to update our records and ensure that all communications and deliveries are sent to your correct address in relation to your Owner Account.

Data Usage: Your personal data will be used solely for the purpose of updating your address and banking info in our system.

Data Protection: We implement appropriate technical and organizational measures to protect your personal data against unauthorized access, alteration, disclosure, or destruction. This includes compliance with international data protection regulations, such as the General Data Protection Regulation (GDPR) in the EU.

Data Retention: We will retain your personal data for as long as necessary to fulfill the purposes outlined in this notice or as required by law.

International Data Transfers: If your data is transferred outside your country of residence, we ensure that appropriate safeguards are in place to protect your data in accordance with applicable data protection laws.

Your Rights: You have the right to:

- Access your data
- Request correction of any inaccurate or incomplete data
- Request deletion of your personal data under certain conditions
- Object to the processing of your personal data
- Request the transfer of your data to another organization

If you have any questions or concerns about how we handle your personal data, please contact us at data.privacy.office@exxonmobil.com.