



Your Touchstone Energy® Cooperative 

OREGON TRAIL ELECTRIC COOPERATIVE

Corporate Headquarters: 4005 23rd Street · PO Box 226 · Baker City, Oregon 97814
Phone (541) 523-3616 · Fax (541) 524-2865 · www.otecc.com

Dear Applicant:

Re: Deceased Members Early Retirement of Capital Credits

Upon receiving a completed application from a qualified party, Oregon Trail Electric Cooperative (OTEC) may retire capital credits before the regularly scheduled rotation. Capital credits earned by a business may not be entitled to this early retirement option. If the application is approved by the Board of Directors, any capital credits in excess of \$100 are subject to be discounted to the net present value before pay-out. The current discount rate is 5.15 percent, however, all capital credits earned beyond maturity (more than 15 years) are paid at 100 percent. There is an example of discounting capital credits included in the packet.

Enclosed, please find the application for retirement of decedent's capital credits and an affidavit of heirship. Should you decide to proceed, complete and sign all documents enclosed, and return the packet to our office as indicated on the instructions. **Be sure to include: 1) a copy of the death certificate, 2) a notarized affidavit, 3) any other pertinent information required according to the checklist enclosed. Include any court or legal documents that substantiate your right to the funds.** You may want to check with your estate attorney before returning the documents to OTEC.

OTEC will attempt to contact the applicant if any additional information is required to process the application. If the applicant does not provide OTEC with the necessary paperwork within 90 days, the application will be declined and returned to the applicant.

Please be aware that early pay-out of capital credits is final and closes the deceased patron's OTEC account permanently. If you choose not to retire the deceased member's account, capital credit distributions will continue to occur during the regularly scheduled rotation until the account balance reaches zero. It is incumbent upon you to keep OTEC updated of any address changes.

Please email or call if you have any questions. Note that the processing period for retirement of decedent's capital credits is 60 - 90 days.

Sincerely,

Nini Valerio, Administrative Assistant

enclosures

Proudly serving Baker, Grant, Harney and Union counties

Baker City
4005 23rd Street · PO Box 226
Baker City, Oregon 97814
(541) 523-3616
Customer office fax (541) 524-2863

Burns
567 W Pierce
Burns, Oregon 97720
(541) 573-2666
Fax (541) 573-3401

John Day
400 Patterson Bridge Road · PO Box 575
John Day, Oregon 97845
(541) 575-0161
Fax (541) 575-0480

La Grande
2408 Cove Avenue
La Grande, Oregon 97850
(541) 963-3155
Fax (541) 963-8515



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Application for Retirement of Decedent's Capital Credits

Date _____ OTEC Account # _____

Decedent information:

Full name of deceased (please print clearly) _____

Physical and mailing address at time of death _____

Date of death _____ Is there a will? Yes _____ No _____ Don't know _____

Does this contain unclaimed funds (uncashed checks)? Yes _____ No _____ Don't know _____

Name, address, and birth dates of heirs entitled to share in this capital credit refund (*additional lines available on next page*):

Name	Date of birth	Address	OTEC Account # or SS #
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Applicant information:

Name of applicant _____ Email _____

Spouse _____ Child _____ Parent _____ Sibling _____ **Other _____

Applicant's SS number _____ Home phone _____

Address _____ Cell phone _____

**Name of executor, if not applicant _____

Address of executor or attorney _____

Phone number of executor _____

**** Documentation proving legal claim to the estate is required if "other" is indicated**

All completed documents should be returned to the applicable district office. For your convenience, a self-addressed envelope is included in this packet of material. If any lines are left blank this form will be returned to you. If any do not apply simply mark "n/a."

I certify that all the information is completed, true and correct.

Applicant signature _____ Date _____

<i>For office use only:</i>					
Member number(s) _____					
SEP number(s)	/	/	/	/	/
All accounts closed: Yes		No	Date closed		
Bad debt: Yes	No	Write-off amount \$	Balance due: Yes	No	Amount due \$
Guarantor for		/	/		



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Checklist of items required to process this request:

Death certificate

Completed application

Notarized affidavit of heirship

Documentation proving legal claim to estate if “other” is indicated on the application

Other as indicated

If you have any questions, please call, write or email:

Administrative Assistant Member and Program Services

Mailing address: PO Box 226

Street address: 4005 23rd Street

Baker City, OR 97814

541-524-2857

Other OTEC locations where you may drop off the documents:

2408 Cove
La Grande, Oregon

567 West Pierce Street
Burns, Oregon


400 Patterson Bridge Road
John Day, OR 97845

capitalcredits@otecc.com

Additional lines if there are more than two heirs:

Name	Date of birth	Address	OTEC Account # or SS #
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Affidavit of Heirship (page 2)

9. I hereby affirm that if I am not the sole surviving her of Decedent, or if I am the Personal Representative of Decedent's estate, that I will distribute Decedent's capital credits to the beneficiaries of Decedent's estate, or the heirs of Decedent, in accordance with law.

10. Should OTEC distribute Decedent's capital credits to me, I hereby agree to hold OTEC harmless and to indemnify OTEC against all claims, demands or causes of action brought by any person against OTEC for wrongful distribution of Decedent's capital credits.

Affiant Signature:

Date:

Affiant (print name):

On this day of , 20 , before me, the undersigned, a notary public in and for said State, personally appeared , known to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year first above written.

Notary Signature:

Date:

Notary (print name):

Notary Public for (State)

Residing at:

My Commission Expires:

[Notary Seal]



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Sample of Net Present Value Calculation for Early Retirement of Capital Credits

Discount rate: 5.15%		Capital Credits Earned	Present Value Factor	Discount Amounts	Discounted Pay Out
Maturity: 15 years					
Payment Series	Year earned				
	2002 and Prior	\$240.12	1.0000	\$0.00	\$240.12
1	2003	\$47.18	0.9510	\$2.37	\$44.87
2	2004	\$60.56	0.9044	\$5.94	\$54.77
3	2005	\$61.14	0.8601	\$8.78	\$52.59
4	2006	\$92.55	0.8180	\$17.27	\$75.71
5	2007	\$58.45	0.7780	\$13.30	\$45.47
6	2008	\$114.67	0.7399	\$30.55	\$84.84
7	2009	\$69.48	0.7036	\$21.08	\$48.89
8	2010	\$82.55	0.6692	\$27.94	\$55.24
9	2011	\$79.18	0.6364	\$29.43	\$50.39
10	2012	\$79.05	0.6052	\$31.89	\$47.84
11	2013	\$80.31	0.5756	\$34.81	\$46.22
12	2014	\$62.60	0.5474	\$28.92	\$34.27
13	2015	\$82.04	0.5206	\$40.12	\$42.71
14	2016	\$90.12	0.4951	\$46.39	\$44.62
15	2017	\$0.00	0.4708	\$0.00	\$0.00
Non discounted amounts		\$100.00		\$0.00	\$100.00
Voided previous capital credit check		\$0.00		\$0.00	\$0.00
		\$1,400.00		\$338.78	\$1,068.54
		Total Amount of Discount			\$331.46