	Norris Modern Probate
TXDOCS	Table of Contents
	1. Client Communications
1.01	Initial Letter to Client
1.02	Letter to Client Confirming Representation
1.03	Letter Transmitting Documents for Client Signature
1.04	Letter Returning Documents to Client or Document Provider
1.05	Letter Informing Client of Hearing Date, Time, and Location
1.06	Letter to Client (Shell)
1.07	Letter Releasing Representation
1.08	Letter Confirming Nonengagement
1.09	Flat Fee Agreement Hourly Fee Agreement
1.10	Multi-Executor Conflict Waiver and Contract
1.11	IVIUITI-EXECUTOR CONTINCT Walver and Contract
	2. Opening the Estate
2.01	Civil Case Information Sheet
2.02	Probate of Will Intake Sheet
2.02	Probate of Will Intake Worksheet – blank form
2.03	Intestate Intake Sheet
	Intestate Intake Worksheet – blank form
2.04	Probate Inventory Worksheet – blank form
	3. Letters to County Clerk
3.01	Letter to County Clerk in County of Probate
3.02	Letter to Other County Clerk
3.03	Letter – File Will Following Application
3.04	'''
3.05	Letter – Document to Be Signed by Probate Judge
3.08	Letter Ordering Letters Testamentary or Letters of Administration
3.09	Letter Ordering Certified Copies – Independent Administration
3.10	Letter Ordering Certified Copies – Independent Administration by Agreement
3.11	Letter Ordering Certified Copies – Independent Administration Intestate
3.12	Letter Ordering Certified Copies – Dependent Administration Testate
3.13	Letter Ordering Certified Copies – Dependent Administration
3.14	Letter Ordering Certified Copies – Muniment of Title
3.15	Letter Ordering Certified Copies – Administration With Will Annexed
3.16	Letter Ordering Certified Copies – Heirship
3.17	Letter Ordering Certified Copies – Ancillary Probate
3.18	Letter Ordering Certified Copies – Probated in Another State or Country
3.19	Letter Ordering Certified Copies – Small Estate Affidavit
3.20	Letter – Record Distribution Deed
3.21	Letter – Record Foreign Instrument
	4. Actions Before Probate
	4. Actions before Propate

4.01 Application to Examine Contents of Safe Deposit Box

4.02	Order to Open Safe Deposit Box and Remove Contents
4.03	Application for Emergency Intervention – Funeral and Burial Expenses
4.04	Order for Emergency Intervention – Funeral and Burial Expenses
4.05	Application for Emergency Intervention – Protection and Storage of Property
4.06	Order for Emergency Intervention – Protection and Storage of Property
4.07	Letter – Turnover of Will Demand
4.08	Motion to Show Cause to Deliver Will
4.09	Order to Show Cause – Deliver Will
4.10	Order Granting Motion to Deliver Will
4.17	Application to Declare Individual Deceased
4.17	Order Declaring Individual Deceased
4.10	Order Declaring individual Deceased
	5. Information Gathering
5.01	Authorization to Furnish Documents and Information
5.02	Letter to Bank Regarding Accounts of Safe Deposit Box
5.03	Verification of Funds on Deposit
5.04	Letter to Broker Requesting Account Information
5.05	
	Verification of Safekeeping
5.06	Letter to Insurance Company Requesting Information About Policy
5.07	Letter to Insurance Agent
5.08	Life Insurance Policy Excluded from Decedent's Gross Estate - Letter
5.09	Letter – Insurance on Life of Another
5.10	Letter to Creditor Requesting Information About Debt
5.11	Letter Ordering Death Certificates
5.12	Letter to Employer Regarding Employment and Death Benefits
5.15	Letter – Inquiries as to Accounts of Decedent
5.20	Application for Disclosure of Digital Assets (Sec. 351.106)
5.21	Order for Disclosure of Digital Assets (Sec 351.106)
5.22	Letter – Request Concerning Digital Assets
5.23	Request for Texas Motor Vehicle Information
5.24	Letter – MERP Form to Heir for Signature (Medical)
5.25	
5.26	Letter – MERP Authorization to Agency (Medical)
5.27	Letter – Dividend Reinvestment Program
5.28	Letter – Terminate Brokerage Accounts
5.29	Application for Access to Financial Records (Sec. 153.003)
5.30	Order for Access to Financial Records (Sec. 153.003)
	6. Independent Administration (Testate)
6.01	Application for Probate of Will – Independent Executor (Sec. 401.001)
6.02	Order Admitting Will to Probate (Sec. 401.001)
6.03	Application for Probate of Will – Ind. Admin by Agreement (Sec. 401.002a)
6.04	Order Admitting Will to Probate (Sec. 401.002a)
6.05	Application for Probate of Will Ind. Administrator by Agreement (Sec. 401.002b)
6.06	Order Admitting Will to Probate (Sec. 401.002b)
6.07	Application for Probate of Will – Designated Administrator (Sec. 254.006)
6.08	Order Admitting Will to Probate (Sec. 254.006)
6.09	Application for Appointment of Successor Independent Executor
6.10	Order Appointing Successor Independent Executor

6.11	Application for Probate – Post Muniment Conversion (Sec. 257.151)
6.12	Order Appointing Independent [Executor-Administrator] (Sec. 257.151)
6.13	Letter Advising Independent Executor Regarding Duties
6.14	Letter Advising Independent Administrator Regarding Duties
	7. Dependent Administration (Testate)
7.01	Application for Probate of Will and for Letters Testamentary (Dependent)
7.02	Order Admitting Will to Probate and Granting Letters Testamentary (Dependent)
7.03	Application for Appointment of Successor Executor (Dependent)
7.04	Order Appointing Successor Executor (Dependent)
7.05	Letter Advising Dependent Executor Regarding Duties
	8. Administration (Intestate)
8.01	Application for Letters of Dependent Administration (Intestate)
8.02	Order Granting Letters of Dependent Administration (Intestate)
8.03	Combined Application to Determine Heirship Letters of Administration (Intestate)
8.04	Judgment Determining Heirship and Granting Letters of Administration (Intestate)
8.05	Combined Application to Determine Heirship & Letters of Indep. Admin (Intestate)
8.06	Judgment Determining Heirship & Granting Letters of Indep. Admin. (Intestate)
8.07	Application for Letters of Indep. Admin. by Agreement (Sec 401.003) (Intestate)
8.08	Order Granting Letters of Independent Administration (Intestate)
8.09	Application for Appointment of Successor Independent Administrator (Intestate)
8.10	Order Appointing Successor Administrator (Intestate)
8.11	Letter Advising Independent Administrator Regarding Duties (Intestate)
8.12	Letter Advising Dependent Administrator Regarding Duties (Intestate)
8.13	Statement of Facts (Intestate)
	9. Temporary Administration
9.01	Application for Temporary Administration
9.02	Order Appointing Temporary Administrator
9.03	Letters of Temporary Administration
9.04	Letter Notice of Appointment of Temporary Administrator
9.05	Application to Enlarge Powers of Temporary Administrator
9.06	Order Enlarging Powers of Temporary Administrator
9.07	Order Making Temporary Administration Permanent
9.08	Final Accounting of Temporary Administrator
9.09	Order Approving Final Accounting of Temporary Administrator
9.10	Application to Close Temporary Administration
9.11	Order Closing Temporary Administration
	10. Muniment of Title
10.01	Application for Probate of Will as Muniment of Title
10.03	Order Admitting Will to Probate as Muniment of Title
10.04	Affidavit RE Fulfillment of Will Admitted to Probate as a Muniment of Title
10.05	Letter Advising of Muniment of Title Procedures
10.06	Letter Transmitting Documents to Complete Transfer of Securities - MT
	11. Administration With Will Annexed
11.01	Application for Probate of Will and for Letters of Administration (Dependent)

11.02	Order Admitting Will to Probate and Granting Letters of Administration
11.03	Letter Advising Dependent Administrator Regarding Duties
	12. Heirship
12.01	Application to Determine Heirship
12.02	Affidavit Concerning Identity of Heirs (for filing in real property records)
12.03	Proof of Facts Concerning the Identities of Heirs (for heirship proceeding)
12.04	Letter - Citation to Newspaper
12.05	Certificate of Service of Citation
12.06	Affidavit of Service of Citation (TEC 202.057)
12.07	Judgment Declaring Heirship
12.08	Disclaimer to Heir or Beneficiary – Letter
12.09	Disclaimer of Interest or Power
12.10	Copy Disclaimer to Executor or Administrator – Letter
12.12	Motion for Genetic Testing (204.051)
12.13	Order Granting Genetic Testing (204.051)
	,
	13. Ad Litem
13.01	Motion to Appoint Attorney Ad Litem
13.02	Order Appointing Attorney Ad Litem
13.03	Letter Advising Attorney Ad Litem
13.04	Answer of Attorney Ad Litem
13.05	Report of Attorney Ad Litem
13.06	Initial Disclosures - Applicant to Ad Litem
13.07	Initial Disclosures - Ad Litem to Applicant
13.08	Rule 11 Agreement Regarding Initial Disclosures
13.11	Application for Attorney Ad Litem's Fee
	The production of the second o
	14. Ancillary Probate
14.01	Distributee's Agreement for Ancillary Independent Administration
14.02	Application for Ancillary Probate of Foreign Will-Issuance Letters Testamentary
14.03	
	The state of the s
	15. Proofs of Death and Other Facts
15.01	Proof of Death and Other Facts (Testate)
15.02	Prove up Questions (Testate)
15.03	Proof of Death and Other Facts (Intestate)
15.04	Prove up Questions (Intestate)
15.05	Proof of Death and Other Facts (Temporary Administration)
15.06	Prove up Questions (Temporary Administration)
15.07	Proof of Death and Other Facts (Muniment of Title)
15.08	Prove up Questions (Muniment of Title)
15.09	Proof of Death and Other Facts (Post Muniment Conversion)
15.10	Prove up Questions (Post Muniment Conversion)
13.10	Trove up Questions (rost initiminant Conversion)
	16. Oaths
16.01	Oath of [Independent] Executor
16.01	
16.02	Oath of [Independent] Co-Executor
16.03	Oath of [Independent] Administrator

16.04	Oath of Temporary Administrator
16.05	Oath of Administrator With Will Annexed
16.11	Declaration of [Independent] Executor
16.12	Declaration of [Independent] Co-Executor
16.13	Declaration of [Independent] Co-Executor Declaration of [Independent] Administrator
16.14	Declaration of Independent Administrator Declaration of Temporary Administrator
16.15	Declaration of Temporary Administrator Declaration of Administrator With Will Annexed
16.20	Letter to Executor(s) RE Oath or Declaration
16.21	Letter to Administrator RE Oath or Declaration
10.21	Letter to Administrator NE Outri or Decidration
	17. Small Estate Affidavit
17.01	Small Estate Affidavit
17.02	Order on Small Estate Affidavit
17.03	Letter Transmitting Small Estate Affidavit to Witness
17.04	Letter Transmitting Small Estate Affidavit to Heir or Distributee
17.05	Letter Transmitting Documents to Complete Transfer of Securities - SEA
17.06	Small Estate Affidavit Form (required in some counties)
17.00	Small Estate / undarte i orini (required in some sounces)
	18. Waivers
18.01	Waiver of Notice and Consent to Ind. Admin. (Sec. 401.003)
18.02	Waiver of Notice and Consent to Ind. Admin. (Sec. 401.002)
18.03	Waiver by Beneficiary of Notice of Admission of Will (Ch. 308)
18.04	Waiver of Notice and Consent by Heir - Probate After 4 Years (Sec. 258.051)
18.05	Waiver of Notice and Citation - Will Not Produced in Court
18.06	Waiver of Service (Sec. 202.056)
18.07	Waiver of Right to Receive Inventory and Appraisement
18.08	Waiver of Appointment and Right to Letters Testamentary
18.09	Waiver of Appointment and Right to Letters of Administration
18.10	Waiver of Appointment and Right to Letters of Temporary Administration
18.11	Waiver of Appointment and Right to Letters of Administration With Will Annexed
18.12	Waiver of Letters Testamentary in Favor of Muniment of Title
18.13	Assignment of Interest
18.14	Waiver of De Novo Hearing
18.15	Consent to Power of Sale
18.16	MERP Hardship Waiver
18.20	Waiver of Service by Heir or Distributee (Account for Final Settlement)
18.21	Waiver of Service by Permanent Administrator (Account for Final Settlement)
	19. Inventory
19.01	Inventory, Appraisement and List of Claims
19.02	Order Approving Inventory, Appraisement and List of Claims
19.03	Order Disapproving Inventory, Appraisement and List of Claims
19.05	Application for Extension of Time to File Inventory
19.06	Order on Application for Extension of Time to File Inventory
19.08	Supplemental Inventory
19.09	Affidavit in Lieu of Inventory, Appraisement and List of Claims
19.10	Supplemental Affidavit in Lieu of Inventory, Appraisement and List of Claims
19.12	Letter Transmitting Inventory to Appraiser
19.14	Motion to Deliver Property
ı.	• •

19.15	Order to Show Cause to Deliver Property
19.16	Order to Deliver Property
19.18	Complaint for Failure to File Required Inventory
19.19	Order to Show Cause - Failure to File Inventory
19.20	Order for Inventory
19.22	Complaint for Additional Inventory and List of Claims
19.23	Order to Show Cause - Additional Inventory and List of Claims
19.24	Order for Additional Inventory and List of Claims
19.26	Complaint for Corrected Inventory, Appraisement and List of Claims
19.27	Order to Show Cause - Corrected Inventory
19.28	Order for Corrected Inventory, Appraisement and List of Claims
	20. Notices to Creditors
20.01	Notice of Appointment by Newspaper Publication With Affidavit
20.02	Letter Transmitting Notice to Newspaper
20.03	Notice to Secured Creditors
20.04	Proof of Service of Notice to Secured Creditors
20.05	Permissive Notice to Unsecured Creditor
20.06	Notice to Comptroller
20.07	Notice to Property Tax Appraisal District
20.08	Letter - Claim Form to Creditor
	21. Claims
21.01	Authenticated Unsecured Claim
21.02	Allowance of Claim
21.03	Memorandum of Allowance of Claim
21.04	Order Approving and Classifying Claim
21.05	Contest to Claim - Defect or Insufficiency
21.06	[Partial] Rejection of Claim
21.07	Memorandum of [Partial] Rejection of Claim
21.08	Order [Partially] Disapproving Claim
21.09	Letter - Advise Not to Allow Claim
21.10	Response to Attempt to Collect Deficiency
21.11	Letter - Unclaimed Funds to Comptroller
21.12	Authenticated Secured Claim
	22. Check Returns
22.01	Returning Check to Social Security Administration
22.02	Returning Check to Department of Veteran Affairs
	23. Fees and Expenses
23.01	Application to Authorize Expenditure of Funds
23.02	Order Authorizing Expenditure of Funds
23.03	Application to Authorize Payment of Attorney's Fees and Expenses
23.04	Order Authorizing Payment of Attorney's Fees and Expenses
23.05	Application to Authorize Reimbursement
23.06	Order Authorizing Reimbursement
23.07	Application to Ratify Expenditure
23.08	Order Ratifying Expenditure

23.10	Attorney's Fee Affidavit
23.11	Application for Administrator's Commission
23.12	Order Authorizing Payment of Administrator's Commission
	24. Accountings
24.01	Annual Account
24.02	Order Approving Annual Account
24.03	Affidavit of Dependent Administrator on Annual Account
24.04	Account for Final Settlement
24.05	Certificate of Compliance for Service of Citation (Final Settlement)
24.06	Order Approving Account Final Settlement and Authorizing Distribution of Estate
24.07	Letter Transmitting Account for Final Settlement to Client
24.08	Affidavit of Service of Citation (Final Account)
24.09	Certificate of Service of Citation (Final Account)
24.10	Letter - Copy of Account to Surety
24.11	Letter - Discharge of Surety
	25. Common Probate Forms
25.01	Required Notice to Beneficiary (308.002)
25.02	Affidavit of Compliance for Notice to Beneficiaries by Personal Representative
25.03	Attorney's Certificate of Compliance for Notice to Beneficiaries
25.04	Motion for Heirs to Give Bond (403.060)
25.05	Order to Appear and Give Bond (403.060)
25.06	Bond of Personal Representative (Person)
25.07	Bond of Personal Representative (Corporate)
25.10	Order Approving Bond
	26. Miscellaneous Affidavits and Declarations
26.01	Affidavit of Heir After Period for Probate
26.02	Affidavit of Domicile
26.03	Affidavit Regarding Debts and Taxes
26.04	Affidavit of No Debts
26.05	Notice of Party's Current Address
26.06	Unsworn Declaration
26.07	Unsworn Declaration of Primary Attorney
26.08	Affidavit of Heirship for Motor Vehicle
26.09	Affidavit of Death
26.11	Verification for Probate Application
26.13	Affidavit Shell
26.14	Spouse's Affidavit to Recover Unpaid Wages
26.15	Jurat (Notarized or Unsworn)
	27. Proving a Will or Codicil
27.01	Motion to Withdraw Purported Will or Codicil
27.02	Order Authorizing Withdrawal of Purported Will or Codicil
27.03	Receipt for Purported Will or Codicil
27.04	Subscribing Witnesses to Will - Notice to Take Deposition
27.05	Subscribing Witnesses to Will - Letter Regarding Interrogatories
27.06	Subscribing Witnesses to Will - Direct Interrogatories
26.13 26.14 26.15 27.01 27.02 27.03 27.04 27.05	Affidavit Shell Spouse's Affidavit to Recover Unpaid Wages Jurat (Notarized or Unsworn) 27. Proving a Will or Codicil Motion to Withdraw Purported Will or Codicil Order Authorizing Withdrawal of Purported Will or Codicil Receipt for Purported Will or Codicil Subscribing Witnesses to Will - Notice to Take Deposition Subscribing Witnesses to Will - Letter Regarding Interrogatories

27.07	Subscribing Witnesses to Will - Answers to Interrogatories
27.08	Subscribing Witnesses to Will - Answers to interrogatories Subscribing Witnesses to Will - Letter Regarding Testimony
27.09	Subscribing Witnesses to Will - Proof of Will Subscribing Witnesses to Will - Proof of Will
27.10	Subscribing Witnesses to Will - Froot of Will Subscribing Witnesses to Will - Letter of Thanks for Testifying
27.10	Subscribing Witnesses to Will - Letter of Thanks for Testifying Subscribing Witnesses to Codicil - Notice to Take Deposition
27.12	
27.13	Subscribing Witnesses to Codicil - Letter Regarding Interrogatories
	Subscribing Witnesses to Codicil - Direct Interrogatories
27.15 27.16	Subscribing Witnesses to Codicil - Answers to Interrogatories
	Subscribing Witnesses to Codicil - Letter Regarding Testimony
27.17	Subscribing Witnesses to Codicil - Proof of Codicil
27.18	Subscribing Witnesses to Codicil - Letter of Thanks for Testifying Motion for Alternative Method of Proof of Will or Codicil
27.20	Order on Motion for Alternative Method of Proof of Will or Codicil
27.21	
27.23	Signature Witness - Proof of Decedent's Signature on Will or Codicil
27.24	Signature Witness - Proof of Subscribing Witness's Signature on Will or Codicil
27.25	Signature Witness - Letter of Thanks for Testifying
27.27	Holographic Will or Codicil - Notice to Take Deposition
27.28	Holographic Will or Codicil - Letter Regarding Interrogatories
27.29	Holographic Will or Codicil - Direct Interrogatories
27.30	Holographic Will or Codicil - Answers to Direct Interrogatories
27.31	Holographic Will or Codicil - Letter Regarding Testimony
27.32	Holographic Will - Proof of Handwriting [and Other Facts]
27.33	Holographic Codicil - Proof of Handwriting
27.34	Holographic Will or Codicil - Letter of Thanks for Testifying
	20 IDC
20.01	28. IRS IPS Form SS 4. Application for Employer Id. Number
28.01	IRS Form SS-4 – Application for Employer Id. Number
28.02	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4
28.02 28.03	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number
28.02 28.03 28.04	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9
28.02 28.03 28.04 28.05	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship
28.02 28.03 28.04 28.05 28.06	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56
28.02 28.03 28.04 28.05 28.06 28.07	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement
28.02 28.03 28.04 28.05 28.06 28.07 28.08	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14	IRS Form SS-4 — Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 — Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 — Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 — Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 — Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 — Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T — Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14 28.15	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T IRS Form 4768 – Application for Extension of Time
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14 28.15 28.16	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T IRS Form 4768 – Application for Extension of Time Letter Transmitting IRS Form 4768
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14 28.15 28.16 28.17	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T IRS Form 4768 – Application for Extension of Time Letter Transmitting IRS Form 4768 IRS Form 8821 – Tax Information Authorization
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14 28.15 28.16 28.17 28.18	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T IRS Form 4768 – Application for Extension of Time Letter Transmitting IRS Form 4768 IRS Form 8821 – Tax Information Authorization Letter Transmitting IRS Form 8821
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14 28.15 28.16 28.17 28.18 28.19	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T IRS Form 4768 – Application for Extension of Time Letter Transmitting IRS Form 4768 IRS Form 8821 – Tax Information Authorization Letter Transmitting IRS Form 8821 IRS Form 8822 – Change of Address
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14 28.15 28.16 28.17 28.18	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T IRS Form 4768 – Application for Extension of Time Letter Transmitting IRS Form 4768 IRS Form 8821 – Tax Information Authorization Letter Transmitting IRS Form 8821
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14 28.15 28.16 28.17 28.18 28.19	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T IRS Form 4768 – Application for Extension of Time Letter Transmitting IRS Form 4768 IRS Form 8821 – Tax Information Authorization Letter Transmitting IRS Form 8821 IRS Form 8822 – Change of Address Letter Transmitting IRS Form 8822
28.02 28.03 28.04 28.05 28.06 28.07 28.08 28.09 28.10 28.11 28.12 28.13 28.14 28.15 28.16 28.17 28.18 28.19	IRS Form SS-4 – Application for Employer Id. Number Letter Transmitting Form SS-4 IRS Form W-9 – Request for Taxpayer Id. Number Letter Transmitting Form W-9 IRS Form 56 – Notice Concerning Fiduciary Relationship Letter Transmitting Form 56 IRS Form 712 – Life Insurance Statement Letter Transmitting Form 712 IRS Form 2848 – Power of Attorney and Declaration of Representative Letter Transmitting Form 2848 IRS Form 4506 – Request for Copy of Tax Return Letter Transmitting IRS Form 4506 IRS Form 4506-T – Request for Transcript of Tax Return Letter Transmitting IRS Form 4506-T IRS Form 4768 – Application for Extension of Time Letter Transmitting IRS Form 4768 IRS Form 8821 – Tax Information Authorization Letter Transmitting IRS Form 8821 IRS Form 8822 – Change of Address

29.02	Order Authorizing Disposal of Personal Effects
29.03	Application for Order Authorizing Sale of Personal Property
29.04	Order Authorizing Sale of Personal Property
29.05	Report of Sale of Personal Property
29.06	Order Approving Sale of Personal Property
29.07	Report of Contract for Sale of Personal Property
29.08	Order Confirming Sale of Personal Property
29.09	Application for Order of Sale of Real Property
29.10	Order of Sale of Real Property
29.11	Report of Sale of Real Property
29.12	Deed
29.13	Order Approving Sale of Real Property
29.14	Report of Contract for Sale of Real Property
29.15	Order Confirming Sale of Real Property
29.16	Application to Authorize Lease of Minerals
29.17	Order Authorizing Lease of Minerals
29.18	Irrevocable Stock Power
29.19	Irrevocable Bond Power
29.20	Application to Set Aside Report of Sale and Order Approving Sale
29.21	Order to Set Aside Order Approving Sale of Real Property
29.22	Application to Set Aside Order Confirming Sale of Real Property
29.23	Order to Set Aside Order Confirming Sale of Real Property
29.24	Distribution Deed
29.25	Verified Exhibit Showing Condition of the Estate
29.26	Application to Mortgage Minor's Interest
29.28	Application to Sell Minor's Interest in Property
29.29	Order Authorizing Sale of Minor's Interest in Property
29.30	Agreement Concerning Deposits
29.31	Family Settlement Agreement
29.35	Order Increasing Bond (Sale of Property)
	30. Securities
30.01	Letter - Change of Address for Securities
30.02	Letter - Valuation of Securities
30.03	Letter - Transfer of Securities (all but Small Estate and Muniment of Title)
30.04	Letter - Securities to Transferee
	31. Allowances and Exemptions
31.01	Application for Allowance in Lieu of Exempt Property
31.02	Order on Allowance in Lieu of Exempt Property
31.03	Application for Family Allowance
31.04	Order on Family Allowance
31.05	Application to Set Aside Exempt Property
31.06	Order to Set Aside Exempt Property
31.00	Oracl to occiniste Exemperioperty
	32. Noncompliant Personal Representative
32.01	Demand for Accounting
32.02	Motion to Give Accounting (Section 404)
32.03	Motion to Give Accounting and Distribution (Section 405)
52.03	motion to otto recounting and pistingation (section 700)

32.06	Motion for Removal of Personal Representative
32.07	Order to Show Cause - Noncompliant Personal Representative
32.08	Order Directing Personal Representative
32.09	Order Removing Personal Representative
	33. Closing the Estate
33.01	Application to Close Estate and Discharge Personal Representative
33.02	Order Closing Estate and Discharging Personal Representative
33.03	Distributees Application to Close Administration
33.04	Order on Distributees Application to Close Administration
33.05	Closing Report for Independent Administration
33.06	Notice of Closing Estate for Independent Administration
33.08	Receipt of Notice of Closing Estate
	34. Letters to Heirs and Beneficiaries
34.01	Letter Notice to Beneficiary of Representation of Personal Representative
34.02	Letter Transmitting Inventory to Beneficiary
34.03	Letter Transmitting Insurance Benefits to Beneficiary
34.04	Letter Advising Beneficiary or Heir of Tax Basis
34.05	Letter Forwarding Distribution to Heirs and Beneficiaries
	35. General Forms
35.01	Appointment of Resident Agent
35.02	Appointment of Resident Agent - Letter
35.03	Receipt and Release
35.04	Receipt (Generic)
35.05	Suggestion of Death
35.06	Application for Authority to Engage-Employ
35.07	Order for Authority to Engage-Employ
35.14	Application to Deposit Funds Into Registry
35.15	Order to Deposit Funds Into Registry
35.16	Application to Make Partial Distribution of Estate Assets
35.17	Order to Make Partial Distribution of Estate Assets
35.18	Application to Withdraw Funds to Pay Comptroller
35.19	Order to Withdraw Funds to Pay Comptroller
35.21	Chapter 456 Agreement Regarding Decedents Trust and Escrow Account
35.22	Chapter 456 Statement Regarding Decedents Trust and Escrow Account
35.23	Order for Substitution of Redacted Copy of E-filed Will
35.24	Order for Substitution of Redacted Copy of Inventory and Appraisement
35.25	Amendment or Supplement to Pleading in Open Court
35.28	Notice of In-Person Court Proceeding (Notice of Hearing)
35.29	Notice of Remote Court Proceeding (Notice of Hearing)
35.30	Order Setting Hearing
	36. Miscellaneous Letters
36.01	Letter Transmitting Verification of Funds on Deposit
36.02	Letter Transmitting Verification of Safekeeping
36.03	Collect Insurance Benefits
36.04	Cancel Credit Cards an Charge Accounts
•	-

36.05	Change Records at Central Appraisal District
36.06	Letter Advising Applicant of Hearing
36.07	Letter Sending Document to Be Signed by Applicant
36.08	Letter Advising of Portability Election
36.09	Letter to Institution Holding Decedent's Trust or Escrow Account
36.10	Notify Tenant for Future Payments
36.11	Notify Debtor of Future Payments
	37. General Motions and Order
37.01	Shell Motion
37.02	Shell Order
37.03	Motion for Service by Publication - Will Not Produced
37.04	Order for Service by Publication
37.05	Order Authorizing Private Process Service (TRCP 103)
37.06	Motion for Leave to Substitute Counsel
37.07	Order Granting Substitution of Counsel
37.08	Motion for Leave to Withdraw as Counsel
37.09	Order Granting Motion to Withdraw as Counsel
37.10	Motion for Leave to Withdraw and Substitute Counsel
37.11	Order Granting Motion to Withdraw and Substitute Counsel
37.12	
37.13	
37.14	
37.15	
37.16	Motion for Nonsuit
37.17	Order on Motion for Nonsuit
37.18	Motion for Order Nunc Pro Tunc
37.19	Order Granting Motion for Order Nunc Pro Tunc
37.20	Motion to Dismiss for Lack of Jurisdiction
37.21	Order on Motion to Dismiss for Lack of Jurisdiction
37.22	Motion to Authorize Service of Process (TRCP 103 or TRCP 106)
37.23	Order Authorizing Service of Process (TRCP 103 or TRCP 106)
	0



Probate – Local Forms Table of Contents

Bexar County
Pink Sheet Order to Pay Appointee Fees – Probate Court 1
Pink Sheet Order to Pay Appointee Fees – Probate Court 2
Dallas County
Appointment of Resident Agent

Receipt and Waiver of Notice
Fort Bend
Order Approving Small Estate Affidavit
Harris County
Order and Approval of Judge for Affidavit of Distributees – Small Estate
Order for Payment of Appointee Fees
Panola County
Administrative Order
Tarrant County
Order Recording Authorization of Court-Appointee Fees
Travis County
Supplementary Probate Case Information Sheet (Travis)
Order for Payment of Appointee Fees (Travis)