

CAUSE NO. _____

IN THE GUARDIANSHIP
OF

§ IN THE COUNTY COURT
§
§ AT LAW NO. 2 OF
§
§ HUNT COUNTY, TEXAS

ANNUAL ACCOUNTING
FOR THE PERIOD OF _____ THROUGH _____

Date of Administrator/Guardian's Qualification: _____ / _____ / _____
Bond Amount \$ _____ OR ☐ Waived

NOW COMES _____, (Administrator or Guardian of the Estate) herein, and respectfully presents this verified Annual Account pursuant to the provisions of the Texas Estates Code §359.001 / 1163.001.

1. **PERIOD OF ACCOUNT.** This accounting covers the period shown above.

2. **OPENING FIGURES.** The property of the Estate, as shown on

- ☐ the Inventory, Appraisalment and List of Claims OR
☐ the last Annual Accounting was as follows:

REAL PROPERTY	
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL OPENING REAL PROPERTY	\$

PERSONAL PROPERTY (Confirmations of securities attached)	
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL OPENING PERSONAL PROPERTY	\$

CASH ON HAND OPENING AMOUNTS <i>(List by account number and bank location)</i>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL OPENING CASH ON HAND	\$

OPENING TOTALS	
REAL PROPERTY	\$
PERSONAL PROPERTY	\$
CASH ON HAND	\$
TOTAL AT THE BEGINNING OF THE ACCOUNT PERIOD	\$

3. **PROPERTY NOT PREVIOUSLY REPORTED** The following property has come into the hands of the (Administrator or Guardian) which has not been previously reported to the Court:

☐ None OR

PROPERTY NOT PREVIOUSLY REPORTED	
	\$
	\$
	\$
	\$
TOTAL PROPERTY NOT PREVIOUSLY REPORTED	\$

4. **CHANGES** *(Increases or decreases in value of the real or personal non-cash property listed in 5 above.)* The following changes in values have occurred in the condition of the Estate which have not been previously listed or inventoried:

☐ None OR

CHANGES	
	\$
	\$
	\$
	\$
	\$
TOTAL CHANGES IN PROPERTY DURING THIS ACCOUNT PERIOD	\$

- 5. RECEIPTS DURING THIS ACCOUNT PERIOD.** The receipts of the Estate are as shown in the attached Exhibit “A” and are summarized as follows:

RECEIPTS	
Interest on Estate Accounts	\$
Refunds	\$
Rental Income	\$
Dividends	\$
Proceeds from Sale of Estate Assets	\$
Other:	\$
TOTAL RECEIPTS DURING THIS ACCOUNT PERIOD	\$

- 6. DISBURSEMENTS DURING THIS ACCOUNT PERIOD.** The disbursements of the Estate are shown in the attached Exhibit “B”, and are summarized as follows:

DISBURSEMENTS	
Attorney’s Fees	\$
Bond Premium	\$
Bank Charges	\$
Taxes	\$
Medical	\$
Housing	\$
All Other:	\$
TOTAL DISBURSEMENTS DURING THIS ACCOUNT PERIOD	\$

- 7. PROPERTY AND CASH ON HAND AT THE END OF THIS ACCOUNT PERIOD.** The property currently being administered and cash remaining in the hands of the Guardian is as follows:

REAL PROPERTY	
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REAL PROPERTY AT THE END OF THIS ACCOUNT PERIOD	\$

PERSONAL PROPERTY <i>(Confirmations of securities attached)</i>	
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL PERSONAL PROPERTY ON HAND AT THE END OF THIS ACCOUNT PERIOD	\$

CASH ON HAND <i>(List by account number & bank location A signed letter from each financial institution which the funds are on deposit with confirming these amounts is attached.)</i>	
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL CASH ON HAND AT THE END OF THIS ACCOUNT PERIOD	\$

CLOSING TOTALS	
REAL PROPERTY	\$
PERSONAL PROPERTY	\$
CASH ON HAND	\$
TOTAL AT THE END OF THE ACCOUNT PERIOD	\$

8. **SAFEKEEPING AT THE END OF THIS ACCOUNT PERIOD.** The following assets belonging to the Estate are being held subject to safekeeping agreements *(This list may be duplicative of assets previously listed in this account):*

☐ None OR

SAFEKEEPING <i>(Confirmations of safekeeping agreements signed by the financial institutions which the funds are on deposit are attached.)</i>	
	\$
	\$
	\$
TOTAL ASSESTS IN SAFEKEEPING AT THE END OF THIS ACCOUNT PERIOD	\$

- 9. UNPAID DEBTS AT THE END OF THE ACCOUNT PERIOD.** The following debts and expenses of the Estate have not been paid and are presently due and owed by the Estate:

☐ None OR

UNPAID DEBTS	
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL UNPAID DEBTS AT THE END OF THIS ACCOUNT PERIOD	\$

- 10. OTHER FACTS NECESSARY FOR A FULL UNDERSTANDING OF THE CONDITION OF THE ESTATE, INCLUDING, BUT NOT LIMITED TO, THE PAYMENT OF INSURANCE AND TAXES, IF ANY, ON ASSETS OF THE ESTATE:**

- 11. RECONCILIATION.** The following is a summary and reconciliation of the foregoing paragraphs of this account:

RECONCILIATION		
5.	OPENING TOTALS AT THE BEGINNING OF THE ACCOUNT PERIOD	\$
6.	PROPERTY NOT PREVIOUSLY REPORTED	+ \$
7.	CHANGES IN PROPERTY DURING THIS ACCOUNT PERIOD	+ / - \$
8.	RECEIPTS DURING THIS ACCOUNT PERIOD	+ \$
9.	DISBURSEMENTS DURING THIS ACCOUNT PERIOD	- \$
7.	TOTAL PROPERTY AND CASH ON HAND AT THE END OF THE ACCOUNT PERIOD	= \$
11.	ASSETS IN SAFEKEEPING AT THE END OF THE ACCOUNT PERIOD (Not otherwise included above)	+ \$
12.	UNPAID DEBTS AT THE END OF THE ACCOUNT PERIOD	- \$
TOTAL NET VALUE OF ESTATE AT THE END OF THE ACCOUNT PERIOD		= \$

_____, being first duly sworn, upon his/her oath, deposes and says that:

A. The account contains a true, correct and complete statement of the matters to which the account relates;

B. The bond premium for the next accounting period has been paid;

C. All tax returns of the Estate due during the accounting period have been filed; and

D. ☐ No taxes were owed by the Estate during the accounting period;

☐ The Guardian has paid all the taxes the Estate owed during the accounting period,

1. The amount of taxes was \$ _____;

2. The date the Guardian paid the taxes _____.

3. The governmental entity to which taxes were paid was _____;

☐ The Guardian has NOT paid all taxes the Estate owed during the accounting period and the reason the Guardian has not paid all taxes is:

SEAL:

Attorney for Administrator or Guardian

Phone:

CAUSE NO. _____

IN THE ESTATE

OF

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IN THE COUNTY COURT

AT LAW NO. 2 OF

HUNT COUNTY, TEXAS

ORDER APPROVING ANNUAL ACCOUNTING

On this day the Annual Account of this Estate was heard and considered by the Court, and after examining the Account and hearing the evidence in support of same, the Court finds as follows:

1. That the Court has jurisdiction of this proceeding and of the subject matter as required by law;
2. The Annual Accounting has remained on file for a full ten days before being considered; and
3. That the Annual Account has been audited and settled by the Court and should be approved as filed.

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED that the Administrator's Annual Account be, and the same is hereby APPROVED. The Clerk may renew Letters of Administration according to the prior orders entered herein, which relate back to the date on which Original Letters of Administration were issued. These Letters shall remain in force and effect for one (1) year and four (4) months, unless otherwise ordered by the Court.

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED that this Administration should CONTINUE.

Signed this _____ day of _____, 20____.

JUDGE JOEL D. LITTLEFIELD
HUNT COUNTY, TEXAS