



6. **File an Inventory, Appraisalment and List of Claims of the Estate within 90 days of qualification** (filing of oath and bond, as applicable) as required in Sec. 309.051 of the Texas Estates Code. **This is a mandatory requirement. Failure to file an inventory, appraisalment and list of claims or an affidavit in lieu of inventory, appraisalment and list of claims within 90 days of qualification or any extension granted by the Court may result in an Order to Show Cause and/or revocation of letters and a fine not to exceed \$1,000.00. Sec. 309.057, Estates Code.**
7. When assets have been distributed to the beneficiaries, you may, if you wish, file a Closing Notice or Report to Close the Estate, attaching receipts from the beneficiaries, if all estate business has been completed and six months has elapsed since the estate was opened, or an action for Declaratory Judgment under Chap. 37, Civil Practice & Remedies Code. *Chap. 405, Estates Code.*
8. Consult with your attorney on any matter regarding this estate you do not understand. **Failure to comply with the mandatory requirements of the Texas Estates Code may result in penalties up to and including revocation of letters of appointment or other penalties as provided by statute.**

**JUDGE TIMOTHY S. LINDEN**  
**Hunt County Court at Law No. 1**

**JUDGE JOEL D. LITTLEFIELD**  
**Hunt County Court at Law No. 2**

I, \_\_\_\_\_, the duly appointed Independent Administrator with Will Annexed of the above referenced estate, hereby attest that I have read the above and understand its contents.

\_\_\_\_\_  
 Date

Signature \_\_\_\_\_  
 Independent Administrator with Will Annexed

I, \_\_\_\_\_, the attorney for the Independent Administrator with Will Annexed, certify that I have discussed with my client(s) the responsibilities of an Independent Administrator with Will Annexed of the Estate.

\_\_\_\_\_  
 Date

Signature \_\_\_\_\_  
 Attorney