

IN THE GUARDIANSHIP OF

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IN THE PROBATE COURT

NUMBER TWO OF

AN INCAPACITATED PERSON

TARRANT COUNTY, TEXAS

ORDER APPROVING GUARDIAN'S ACCOUNT FOR FINAL SETTLEMENT

On this day the Guardian's Account for Final Settlement of this Estate was reviewed and considered by the Court, and after examining the Account and reviewing the evidence in support of same, the Court hereby approves the Account for Final Settlement.

IT IS ORDERED, that all of the property belonging to this Estate and remaining in the hands of the Guardian shall be delivered to_____.

IT IS FURTHER ORDERED that upon the delivery of the property remaining, and the filing of proper receipts therefore, the Guardian of this Estate shall apply to this Court for an Order of Discharge and for a declaration that this Estate is closed.

[OR]

IT IS ORDERED, that there is no further need for an administration hereupon; the Guardian of this Estate is hereby discharged from this estate; the Surety on the Guardian's Bond is hereby discharged; and this Estate is hereby declared to be CLOSED.

SIGNED this____day of _____, 20 ____.

JUDGE PRESIDING

APPROVED:

Telephone: _____

Telecopier: _____

Electronic mail: _____

ATTORNEY FOR GUARDIAN

IN THE GUARDIANSHIP OF

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IN THE PROBATE COURT

NUMBER TWO OF

AN INCAPACITATED PERSON

TARRANT COUNTY, TEXAS

ACCOUNT FOR FINAL SETTLEMENT

TO THE HONORABLE JUDGE OF SAID COURT:

NOW COMES _____, Guardian of the Estate herein, and respectfully presents this verified exhibit pursuant to the provisions of Texas Estates Code Sections 1204.101 and 1204.102.

1. SERVICE OF GUARDIAN. Guardian was appointed by Order signed _____ and qualified _____. Guardian has administered this estate in accordance with the provisions of the Texas Estates Code since that time.

2. REASON FOR CLOSING. This guardianship should be settled and closed pursuant to Texas Estates Code Section 1204.001 because [the Ward reached the age of majority on (date) / of the death of the Ward on (date)].

3. CITATION. Pursuant to Texas Estates Code Section 1204.105:
 No personal service of citation necessary.
 Waiver(s) of notice has/have been filed.
 [OR]
 Citation may be served upon _____ at _____.

4. PERIOD OF ACCOUNT. This accounting covers the period from _____, the date of [your Guardian's appointment / the last Annual Account] to _____, the date of [Ward's death / other circumstance].

5. OPENING FIGURES. The property of the Estate, as shown on the Inventory, Appraisement & List of Claims [**OR**] the last Annual Accounting approved on _____, was as follows:

REAL PROPERTY

_____	\$ _____

_____	\$ _____

TOTAL REAL PROPERTY \$ _____

PERSONAL PROPERTY

\$ _____

\$ _____

TOTAL PERSONAL PROPERTY \$ _____

CASH ON HAND Listed by account number and bank location.

\$ _____

\$ _____

TOTAL CASH ON HAND \$ _____

OPENING FIGURES - TOTAL PROPERTY AND CASH ON HAND \$ _____

6. PROPERTY NOT PREVIOUSLY REPORTED. The following property has come into the hands of your Guardian which has not been previously reported to the Court:

None,

[OR]

\$ _____

\$ _____

\$ _____

TOTAL PROPERTY NOT PREVIOUSLY REPORTED \$ _____

7. CHANGES. The following changes have occurred in the condition of the Estate which have not been previously listed or inventoried:

None

[OR]

A. By Order signed _____ \$ _____

B. By Order signed _____ \$ _____

C. _____ \$ _____

TOTAL CHANGES IN PROPERTY \$ _____

8. RECEIPTS. The receipts of the Estate are as shown in the attached Exhibit "A", and are summarized as follows:

Interest on Estate Accounts \$ _____

Refunds \$ _____

Rental Income \$ _____

Dividends \$ _____

Proceeds from Sale of Estate Assets \$ _____

\$ _____

	\$ _____
TOTAL RECEIPTS	\$ _____

9. **DISBURSEMENTS.** The disbursements of the Estate are as shown in the attached “B”, and are summarized as follows:

Support and Maintenance	\$ _____
Attorney’s Fees	\$ _____
Bond Premium	\$ _____
Bank Charges	\$ _____
Taxes	\$ _____
Expenditures authorized by Court Order	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL DISBURSEMENTS	\$ _____

10. **PROPERTY AND CASH ON HAND.** The property currently being administered and cash remaining in the hands of your Guardian are as follows:

REAL PROPERTY

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REAL PROPERTY	\$ _____

PERSONAL PROPERTY

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL PERSONAL PROPERTY	\$ _____

CASH ON HAND

_____	\$ _____
_____	\$ _____

	\$ _____
	\$ _____
	\$ _____
	\$ _____
TOTAL CASH ON HAND	\$ _____
TOTAL PROPERTY AND CASH ON HAND	\$ _____

11. **SAFEKEEPING.** The following assets belonging to the Estate are being held subject to safekeeping agreements:

None

[OR]

	\$ _____
	\$ _____
	\$ _____
TOTAL ASSETS IN SAFEKEEPING	\$ _____

12. **UNPAID DEBTS.** The following debts and expenses of the Estate have not been paid and are presently due and owed by the Estate:

None

[OR]

	\$ _____
	\$ _____
	\$ _____
	\$ _____
	\$ _____
TOTAL UNPAID DEBTS	\$ _____

13. **CLAIMS.** The claims which have been presented against the estate are as follows:

None

[OR]

Claimant's name & address	Nature of claim	Amount allowed and approved	Amount rejected	Amount paid	Amount allowed but not paid
TOTAL CLAIMS					\$ _____

14. **TAX RETURNS** A complete accounting of the taxes the Guardian has paid during the guardianship, including:

- A) the tax returns the Guardian has filed during the guardianship;
- B) the amount of taxes the Ward paid;
- C) the date of payment;
- D) the name of the governmental entity to which the Guardian paid the taxes; and
- E) a description of all current delinquencies in the filing of tax returns and the payment of taxes and the reason for each such delinquency.

15. 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:

16. REQUESTED DISPOSITION OF REMAINING PROPERTY OF ESTATE:

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

	CASH	TOTAL ESTATE
17.5 OPENING FIGURES	\$ _____	\$ _____
17.6 PROPERTY NOT PREVIOUSLY REPORTED	\$ _____	\$ _____
17.7 CHANGES IN PROPERTY	\$ _____	\$ _____
17.8 RECEIPTS	\$ _____	\$ _____
17.9 DISBURSEMENTS	\$ (_____)	\$ (_____)
TOTAL 17.5 THROUGH 17.9	\$ _____	\$ _____
17.10 PROPERTY AND CASH ON HAND	\$ _____	\$ _____
17.11 ASSETS IN SAFEKEEPING	\$ _____	\$ _____
TOTAL 17.10 THROUGH 17.11	\$ _____	\$ _____
17.12 UNPAID DEBTS		\$ _____
17.13 CLAIMS		\$ _____
TOTAL NET VALUE OF ESTATE		\$ _____

WHEREFORE, PREMISES CONSIDERED: your Guardian prays that the Court review and approve said Account.

Respectfully submitted,

_____, guardian

ATTORNEY FOR GUARDIAN

AFFIDAVIT OF GUARDIAN

THE STATE OF TEXAS §
§
COUNTY OF TARRANT §

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

I am the Guardian in the above entitled and numbered cause. I have read and examined the foregoing Account for Final Settlement which is to be filed in this cause and:

- A. *The account contains a true, correct and complete statement of the matters to which the account relates;*
- B. *the guardian has paid the bond premium for the next accounting period;*
- C. *the guardian has filed all tax returns of the ward due during the accounting period; and*
- D. *no taxes were owed by the ward during the accounting period.*

[OR]

the guardian has paid all taxes the ward owed during the accounting period;

- 1. *the amount of the taxes was \$ _____;*
- 2. *the date the guardian paid the taxes was _____;*
- 3. *the governmental entity to which the taxes were paid was _____.*

[OR]

the guardian has NOT paid all taxes the Ward owed during the accounting period for this(these) reason(s): _____.

[OR]

the guardian has NOT filed all tax returns of the Ward due during the accounting period for the reason that _____.

GUARDIAN OF THE ESTATE

SWORN TO AND SUBSCRIBED this _____ day of _____ 20__.

NOTARY PUBLIC, STATE OF TEXAS