

Duties of

A Texas Independent Executor

Our team at Ishihara & Parker Law Firm, PLLC hopes this Duties of a Texas Independent Executor provides help to you and your family during an emotional time.

NOTES:

- Obtain the Original Will.
- Make appointment with Ishihara & Parker Law Firm PLLC.
- Probate the Last Will & Testament in the Probate Court of the County where the Decedent was residing at time of death.
- Upon appointment as Executor by the Court, file oath and bond, if required, within 20 days of qualification.
- Receive certified copies of Letters Testamentary.
- Receive Estate Tax Identification Number.
- Open Bank Account in name of the Estate.
- Secure assets of the Estate.
- Within 30 days of appointment, publish notice to creditors in a local newspaper.
- Within 120 days of appointment, provide registered mail notice to each note holder for real property.
- File sworn Inventory, Appraisement and List of Claims within 90 days.
- Send notice to beneficiaries of the Will.
- As appropriate; collect, distribute and sell assets of the Estate.
- Pay debts of the Estate.
- Distribute property to beneficiaries of the Estate.
- Talk to a CPA about Estate return.

**ISHIHARA
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