No. _____

COURT INSTRUCTIONS TO THE ADMINISTRATOR AND/OR
ADMINISTRATOR WITH WILL ANNEXED

As the duly appointed Administrator and/or Administrator with Will Annexed of this Estate, you are hereby advised by the Court that you must do the following:

1) File your Oath and Bond within 20 days;

2) File your Inventory, Appraisement, and List of Claims within 90 days;

3) If the Estate is not closed within the first year then file your Annual Account each year on the anniversary date of your qualification. This account should be prepared by your Attorney;

4) Within one (1) month after receiving letters, you shall publish notice to creditors as required by Section 308.051 of the Texas Estates Code;

5) Place all Estate funds in insured accounts in the name of the Estate. Retain in a checking account only such fund as are reasonably necessary to pay the debts of the Decedent and the expenses of administering this Estate. Place all additional funds in interest-bearing accounts at the highest interest rate then available;

6) Preserve, protect, and insure, if insurable, all non-cash assets of the estate;

7) Obtain a written Order of the Court authorizing any expenditure of estate funds before any such expenditures are made;

8) Obtain a written Order of the Court before attempting to sell, lease, transfer, or otherwise dispose of any non-cash asset of the estate;

9) Maintain an accurate record of all expenditures and receipts of estate funds;

10) Obtain a written Order of the Court before attempting to file or settle a lawsuit on behalf of the estate/or in your capacity as Administrator.

11) File your Final Accounting when the Estate is ready to be closed and seek the order of the Court regarding a determination of the heirs of the Estate for purposes of distributing the remaining assets when the Estate has been finally administered. These documents should be prepared by your Attorney.

_____
Nathaniel Moran, Judge
County Court, Smith County, Texas

I, Administrator of this Estate, hereby attest that I have read the above and understand its contents.

_____   _____
Date   Administrator