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FILED

HARRIS COUNTY CLERK
HARRIS COUNTY, TEXAS

PC-2020-1

Administrative
Order

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In the Probate Courts
of
Harris County, Texas

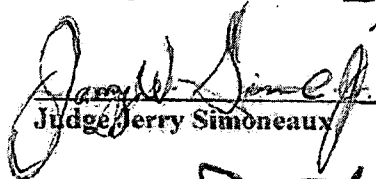
**Administrative Order Regarding the Use of the Court's Approved Form
for Small Estate Affidavits**

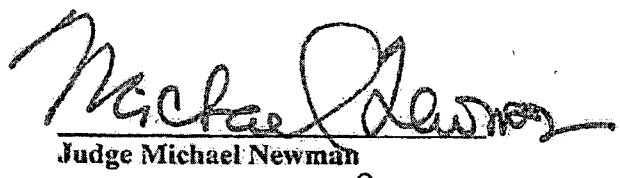
On this day, the Probate Courts find there is need for an administrative order regarding the form used when a Small Estate Affidavit is filed with the Harris County Probate Clerk's Office under Texas Estates Code Chapter 205.

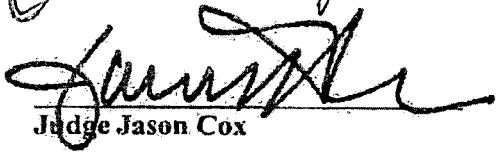
The Probate Courts find that many of the Small Estate Affidavits filed in Harris County do not provide all of the information the Code and the Courts require. While approval of a Small Estate Affidavit is within each Court's discretion (see Estates Code §205.003), it wastes the resources of both the Probate Courts and the applicants for the Probate Courts to evaluate incomplete affidavits.

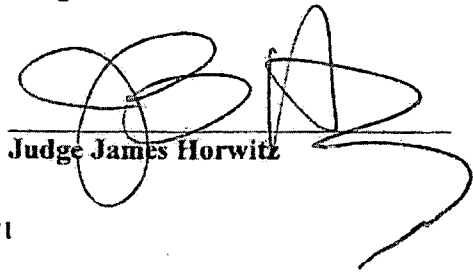
In an effort to enhance the Courts' communication with applicants in order to complete affidavits, the revised Small Estate Affidavit adds the requirement of an email for each distributee as well a signature line and contact information for an attorney who chooses to file the Small Estate Affidavit Form that is on the Harris County Probate Clerk's website that - if completely and correctly filled out - includes all the information necessary to enable each Probate Court to determine whether it should approve a Small Estate Affidavit. This new Small Estate Affidavit form is now posted on the Harris County Probate Clerk's website and each Probate Court's website.

Signed on October 8, 2020.


Judge Jerry Simoneaux


Judge Michael Newman


Judge Jason Cox


Judge James Horwitz