

ADMINISTRATIVE ORDER

§
§
§
§
§

COUNTY COURTS AT LAW

OF

2017-1

TOM GREEN COUNTY, TEXAS

**ADMINISTRATIVE ORDER REQUIRING THE USE OF THE COURT'S APPROVED FORM FOR
PRO SE SMALL ESTATE AFFIDAVITS**

On this day, the County Courts at Law find that there is a need for an administrative order regarding the form to be used when a Small Estate Affidavit (SEA) is filed in Tom Green County under Texas Estates Code Chapter 205.

The Courts find that many of the Pro Se SEAs filed in Tom Green County do not provide all of the information the Code and Court require. While approval of SEAs is within the Court's discretion (Estates Code §205.003), it wastes the time and resources of the Applicant, County Clerk, and the Courts for the Court to evaluate incomplete affidavits.

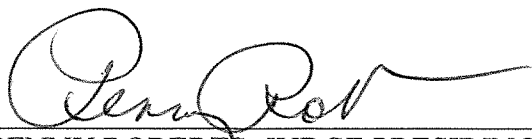
The Court has created an SEA that, if completely and accurately filled out, includes all information necessary to enable the Court to determine whether the Court should approve the SEA. This SEA form is posted in the Tom Green County Courts at Law webpage.

It is therefore ORDERED that the Tom Green County Courts at Law will not accept any Pro Se SEAs filed after August 1, 2017 unless they are submitted using the approved form posted on the Tom Green County Clerk's, Civil/Guardianship/Probate webpage. (SEAs filed by an attorney are an exception to this order)

SIGNED on 7-28-17



BEN NOLEN, JUDGE PRESIDING
TOM GREEN COUNTY COURT AT LAW



PENNY ROBERTS, JUDGE PRESIDING
TOM GREEN COUNTY COURT AT LAW NO. 2