



CAUSE NO. _____

ESTATE OF _____ § IN THE COUNTY COURT AT LAW
 _____ § SITTING IN MATTERS PROBATE
 AN INCAPACITATED PERSON § COMAL COUNTY, TEXAS
 [OR] MINOR

GUARDIAN'S ___ANNUAL ___FINAL ACCOUNT

_____, Guardian of the _____
of _____, Ward, files this sworn Annual Account in accordance
with Section 741 of the Texas Probate Code and represents to the Court the following:

I.

Guardian was appointed personal representative of the person and estate of ward/minor
by order of this Court dated _____. Since that time, Guardian has
administered this guardianship in accordance with the provisions of the Texas Probate Code.

II.

This annual account covers the period from _____ to _____,
and is accompanied with proper vouchers in support of each item not previously reported to the
Court. The total value of the estate at the beginning of this accounting period was
\$_____, as shown on the last annual account filed by the Guardian.

III.

The following claims against the estate have been presented to the Guardian during this
accounting period:

| <u>CLAIM PRESENTED BY</u> | <u>NATURE OF CLAIM</u> | <u>ALLOWED</u> | <u>APPROVED</u> | <u>PAID</u> |
|---------------------------|------------------------|----------------|-----------------|-------------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

IV.

Property received by the Guardian during this accounting period which has not been previously inventoried is listed below:

| <u>DESCRIPTION OF PROPERTY</u> | <u>VALUE OF PROPERTY</u> |
|--------------------------------|--------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

V.

The following changes in the property belonging to this estate that has not been previously reported to the Court:

| <u>DESCRIPTION OF PROPERTY</u> | <u>NATURE OF CHANGE</u> | <u>NET CHANGE IN VALUE</u> |
|--------------------------------|-------------------------|----------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

VI.

The following is a complete list of all revenues and income received by the Guardian for the benefit of the Ward during the period covered by this account:

RECEIPTS OF PRINCIPAL

| <u>RECEIPTS SOURCE</u> | <u>AMOUNT</u> |
|------------------------------------|---------------|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| TOTAL RECEIPTS OF PRINCIPAL | \$ _____ |

RECEIPTS OF INCOME

| <u>RECEIPTS SOURCE</u> | <u>AMOUNT</u> |
|---|---------------|
| INTEREST: | |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| DIVIENDS: | |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| OTHER: | |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| TOTAL RECEIPTS OF INCOME | \$ _____ |
| TOTAL RECEIPTS OF PRINCIPAL AND INCOME | \$ _____ |

VII.

The following is a description of all disbursements of cash (other than payment of claims shown in Paragraph III) made by the Guardian for the benefit of the Ward during the period covered by this account:

| <u>DISBURSEMENT TYPE</u> | <u>EXHIBIT NO.</u> | <u>AMOUNT</u> |
|----------------------------|--------------------|---------------|
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| TOTAL DISBURSEMENTS | | \$ _____ |

VIII.

The following is a description of all property, other than cash assets, remaining in the hands of the Guardian:

| <u>DESCRIPTION OF PROPERTY</u> | <u>VALUE OF PROPERTY</u> |
|--------------------------------|--------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| TOTAL NON-CASH ASSETS | _____ |

IX.

The cash remaining in the hands of the Guardian is located in the following deposit accounts, as evidenced by an official letter, Exhibit _____, from the depository attached to this account:

| <u>NAME OF DEPOSITORY</u> | <u>ACCOUNT NO.</u> | <u>AMOUNT</u> |
|---------------------------|--------------------|---------------|
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| TOTAL CASH ON HAND | | \$ _____ |

X.

| | |
|--|----------|
| PARAGRAPH II: Value of assets on date of last Annual Account | \$ _____ |
| PARAGRAPH III: Total claims paid | \$ _____ |
| PARAGRAPH IV: Property not previously reported | \$ _____ |
| PARAGRAPH V: Net changes in value of assets | \$ _____ |
| PARAGRAPH VI: Total receipts | \$ _____ |
| PARAGRAPH VII: Total disbursements | \$ _____ |
| TOTAL VALUE OF ESTATE AFTER CHANGES | \$ _____ |
| PARAGRAPH VIII: Total non-cash assets | \$ _____ |
| PARAGRAPH IX: Cash on hand | \$ _____ |
| TOTAL VALUE OF ASSETS ON HAND | \$ _____ |

XI.

The following debts and expenses of the Ward have not been paid and are presently due and owing by the estate:

| <u>DEBT TYPE</u> | <u>EXHIBIT NO.</u> | <u>AMOUNT</u> |
|-------------------|--------------------|---------------|
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| TOTAL DEBT | | \$ _____ |

XII.

All tax returns due have been filed and all taxes due and owing have been paid.

| <u>GOVERNMENTAL ENTITY PAID</u> | <u>DATE PAID</u> | <u>AMOUNT</u> |
|---------------------------------|------------------|---------------|
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |

XIII.

The Guardian has paid all the required bond premiums for the accounting period.

| <u>NAME OF SURETY</u> | <u>AMOUNT</u> |
|-----------------------|---------------|
| _____ | \$ _____ |

Guardian requests that citation and notice be issued and served as required by law; that the Court examine and approve this account and order Guardian to pay the outstanding debts and expenses of the Ward.

RESPECTIFULLY SUBMITTED,

Signature
[Guardian]

Printed Name
[Guardian]

VERIFICATION

STATE OF TEXAS §
 §
COUNTY OF COMAL §

I, _____ having been duly sworn, hereby state on oath that the foregoing Annual Account contains correct and complete statement of the matters to which it relates, the bond premium for the upcoming accounting year has been paid, all tax returns due have been filed, all taxes owed during this Annual Account period have been paid.

Signature

Printed Name
[Guardian]

SWORN TO and SUBSCRIBED BEFORE ME by _____, on this _____ day of _____, _____, to certify which witness my hand and seal of office.

Notary Public, State of Texas



CAUSE NO. _____

ESTATE OF _____ § IN THE COUNTY COURT AT LAW

§ SITTING IN MATTERS PROBATE
AN INCAPACITATED PERSON § COMAL COUNTY, TEXAS
[OR] MINOR

ORDER APPROVING GUARDIAN'S ANNUAL ACCOUNT

On this day the Annual Account filed by the Guardian of this estate was heard and considered by the Court, and the Court finds that the Annual Account has remained on file for a full ten (10) days before being considered. The Court has now been fully advised on all items of the account and the possession of cash and other assets kept in safekeeping as well as those on deposit having been duly proved as required by law. The Court finds that the proper vouchers and proper evidence were produced and filed by the representative of the estate for each line item of credit claimed in the account. The Court is satisfied that the facts stated in the account are true, correct and complete and that this account should be approved.

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED that said Annual Account is hereby approved.

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that all unpaid allowed claims and expenses that are described in said account shall be promptly paid out of the funds belonging to this estate.

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that letters shall be renewed with an expiration date of _____.

Signed this _____ day of _____, _____.

JUDGE PRESIDING