

STATE OF NORTH CAROLINA

File No.

In The General Court Of Justice
Superior Court Division
Before The Clerk

County

IN THE MATTER OF THE ESTATE OF:

Name Of Decedent/Trust/Ward

NOTICE TO FILE

T O Name And Address Of Fiduciary

G.S. 28A-20-2; 28A-21-1 to 28A-21-4; 28A-25-3; 35A-1242; 36C-2-208, -209

Estate Trust Guardianship

You are hereby notified to file the following:

INVENTORY

The inventory is due on ... You are reminded that if the required inventory is not filed on or before the date listed above, the law of North Carolina requires the Clerk to issue mandatory orders to compel its filing.

AOC-E-505 is the Inventory form used with decedent's estates. AOC-E-510 is the Inventory form used with guardianship estates. AOC-E-511 is the Inventory form used with a trust under a will. These forms are available via the North Carolina Court system website at www.nccourts.gov/documents/forms.

ANNUAL ACCOUNT

The annual account is due on ... You are reminded that if the required annual account is not filed on or before the date listed above, the law of North Carolina requires the Clerk to issue mandatory orders to compel its filing.

AOC-E-506 is the Annual Account form used in all types of estates. This form is available via the North Carolina Court system website at www.nccourts.gov/documents/forms.

FINAL ACCOUNT or AFFIDAVIT OF COLLECTION, as applicable

The final account or affidavit of collection, as applicable, is due on ... You are reminded that if the required final account/affidavit of collection is not filed on or before the date listed above, the law of North Carolina requires the Clerk to issue mandatory orders to compel its filing.

AOC-E-204 is the Affidavit form used only when property has been collected by affidavit. AOC-E-506 is the Final Account form used in all other types of estates. These forms are available via the North Carolina Court system website at www.nccourts.gov/documents/forms.

GUARDIANSHIP STATUS REPORT

The guardianship status report is due on ... You are reminded that if the required guardianship status report is not filed on or before the date listed above, the law of North Carolina requires the Clerk to issue mandatory orders to compel its filing.

Pursuant to G.S. 35A-1242, a Guardianship Status Report, which may be on the NC DHHS form of that name, is required to be filed. DHHS has a Guardianship Status Report form that may be accessed at https://www2.ncdhhs.gov/info/olm/forms/doa/Guardianship_Status_Report.xls. DHHS also has a Guardianship Status Report Instructions document that may be accessed at https://www2.ncdhhs.gov/info/olm/forms/doa/Guardianship_Status_Report_Instructions.doc.

If you are filing an inventory, be prepared to submit account statements, copies of signature cards and/or other vouchers in support of the filing, if required by this office. If you are filing an annual/final account or affidavit of collection, you must submit account statements, receipts, official copies of cancelled checks, or other vouchers in support of all payments. There may be fees associated with the inventory/accounting/affidavit you are required to file.

Your prompt attention to this matter is required.

Original-Fiduciary Copy-File and Attorney (Over)

Copy To

Date

Signature

Deputy CSC

Assistant CSC

Clerk Of Superior Court

Comments: