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THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
https://www.courts.nh.gov

Court Name: ______________________________

Case Name: Estate of ______________________________

Case Number: ______________________________
(if known)

EXECUTOR'S/ADMINISTRATOR'S ACCOUNTING

☐ Original

☐ Amended (include brief explanation)

____

____

1. What number account is this? * REQUIRED ______________________________

   The time period for this account is (beginning date) ______________________________

   and (ending date) ______________________________

   Is this a final account? ☐ Yes ☐ No

2. Executor/Admin name: ______________________________

   Mailing address: ______________________________
   Street City State Zip code

   Telephone: ______________________________ E-mail: ______________________________

   Executor/Admin name: ______________________________

   Mailing address: ______________________________
   Street City State Zip code

   Telephone: ______________________________ E-mail: ______________________________

3. Attorney name: ______________________________ Telephone: ______________________________

   Firm name: ______________________________ Bar ID #: ______________________________

   Mailing address: ______________________________
   Street City State Zip code

4. Account Summary

   A. TOTAL RECEIPTS $ ______________________________

   B. TOTAL DISBURSEMENTS $ ______________________________

   C. BALANCE HELD BY EXECUTOR / ADMINISTRATOR $ ______________________________

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5. RECEIPTS **NOTE: This is a public document. Do not list full account numbers or other information prohibited by NH Circuit Court -- Electronic Filing Rule 12 on this form or on Schedules required by this form.**

Schedule A – Inventory Total of Personal Estate or Balance held at Prior Accounting .... $ ____________________

- *For the first Accounting, insert the total value here shown in the Total Value of Personal Estate (Line 5B from the Inventory – **NHJB-2125-Pe**) and attach a separate sheet listing a summary of the assets and values of each as shown in the Inventory. (Do not include the value of real estate).*
- *For the second and subsequent Accountings, insert the total value here from the most recent prior Accounting shown in the Balance Held by Executor/Administrator (Schedule 9) and attach a separate sheet listing a summary of the remaining assets and values of each, as shown in the most recent prior Accounting. (Do not include the value of real estate).*

Schedule B – Net Gains (or losses) on Sales /Other dispositions .... $ ____________________

Attach a separate sheet and list the Inventory value and sale price for any asset sold (other than real estate), and show the difference between the two amounts. Also list the date of the sale. For the final accounting, list as losses any debts owed to the estate which have not been repaid.

Schedule C – Income on all personal property, including dividends, during accounting period ..... $ ____________________

Attach a separate sheet and list all income, including dividends and interest, received during this accounting period. List the source of income, the individual amounts and date each was received.

Schedule D – Cash received from sale of real estate…………… $ ____________________

County ___________________ Decedent Book _____ Page _____

If real estate was listed on the Inventory, and has been sold during this accounting period, on a separate sheet list the address of the real estate (including the county, book and page), sale price, amounts deducted from sale price, amount received by the estate, and the date of sale (May also attach a copy of the settlement statement).

Schedule E – Cash collected on rents of real estate .... $ ____________________

If rent was collected on real estate during this account period, on a separate sheet, list the amount collected and the months for which the rent was collected.

Schedule F – Personal estate not inventoried /Other receipts .... $ ____________________

On a separate sheet, list any asset that was not listed on the Inventory with an explanation as to why it was not listed. Also list the description and value for each of the assets.

Schedule G – Money advanced or contributed to estate .... $ ____________________

On a separate sheet, list the name of the person who gave money to the estate, including the amount and date received. Do NOT include money received as payment towards debts owed to the estate.

TOTAL RECEIPTS (Schedules A - G) $ ________________________

Add the amounts in Schedules A through G for TOTAL.

6. DISBURSEMENTS **NOTE: This is a public document. Do not list full account numbers or other information prohibited by NH Circuit Court -- Electronic Filing Rule 12 on this form or on Schedules required by this form.**

Schedule 1 – Administrative expenses including taxes .... $ ____________

Administrative expenses are all expenses incurred in administering the estate, such as filing fees, publication fees, bond premiums, etc. On a separate sheet, list the date paid, each expense and the amount.

Schedule 2 – Attorney and Fiduciary Fees
Total Fees (show breakdown below) .... $ ____________

Attorney fees $ ____________ Exec / Admin fees $ ____________
Prior fees allowed to date:
Attorney fees $ ____________ Exec / Admin fees $ ____________

*Probate rules require fees to be shown in summary form.
This summary is sufficient unless the Court requires further detail.*

Schedule 3 – Funeral and burial expenses .... $ ____________

On a separate sheet, list all funeral and burial expenses, the amount and the date paid.

Schedule 4 – Paid spouse's allowance out of personal estate .... $ ____________

*If a Motion for Spousal Allowance has been filed and granted by the court, on a separate sheet, list the name of the spouse, amount disbursed and the date Motion was granted by the court.
If Receipt **(NHJB-2139-Pe)** was not filed, you must file it at this time.*

Schedule 5 – Debts .... $ ____________

On a separate sheet, list all debts and/or claims paid during this accounting period that existed prior to death. List the amount paid, the date of payment and to whom the payment was made.

Schedule 6 – Distribution to legatees, not residuary legatees .... $ ____________

*On a separate sheet, list each person who received specific bequests under the will. List name, amount received or item received and its value.
If Receipts **(NHJB-2139-Pe)** were not filed for each person, you must file them at this time.*

Schedule 7 – Interim distributions made with prior court approval ... $ ____________

*If a Motion for Distribution was filed and granted by the court during this accounting period, you must list the names that were on the Motion, the amounts distributed, and date the Motion was granted by the court.
If Receipts **(NHJB-2139-Pe)** were not filed for each person, you must file them at this time.*

Schedule 8 – Other Disbursements .... $ ____________

On a separate sheet, list any other disbursements not listed in Schedules 1 through 7 above. List the amount disbursed, date it was disbursed and the name of the person receiving the disbursement.

TOTAL DISBURSEMENTS (Schedules 1 - 8) $ ____________

Add the amounts in Schedules 1 through 8 for TOTAL.

7. BALANCE **NOTE: This is a public document. Do not list full account numbers or other information prohibited by NH Circuit Court -- Electronic Filing Rule 12 on this form or on Schedules required by this form.**

Schedule 9 – *BALANCE HELD BY EXECUTOR / ADMINISTRATOR*
(**TOTAL RECEIPTS** minus **TOTAL DISBURSEMENTS)** $ ____________________

*Attach a separate sheet listing a summary of all remaining assets and the values of each, using categories shown on the Inventory **(NHJB 2125-Pe)** (excluding real estate).*

*If there is No will, and if this is a final account, a Motion for Order of Distribution **(NHJB-2131-Pe)** must be filed at the same time as this account. The assets must not be distributed until the court issues a distribution order and allows the final account.*

8. Is an Information Schedule pursuant to Probate Rule 108(E) attached to this accounting?
☐ Yes ☐ No

9. Have all Federal and State Income Tax Returns of the deceased for the period ending with his/her death been filed and the related taxes paid? ☐ Yes ☐ No

If no, attach an explanation in Information Schedule.

10. Have all Federal and State Income Tax Returns of the Estate, which are due at the time of filing this account, been filed and the related taxes paid? ☐ Yes ☐ No

If no, attach an explanation in Information Schedule.

11. Have there been any changes to the beneficiaries of the estate or have any of the beneficiaries addresses changed? ☐ Yes ☐ No

If yes, on a separate sheet, list those changes. If any beneficiary has died you may be required at a later time to submit a death certificate.

☐ I state that on this date I am sending a copy of this document as required by the rules of the Circuit Court. I am electronically sending this document through the court's electronic filing system to all attorneys and to all other parties who have entered electronic service contacts (email addresses) in this case. I am mailing or hand-delivering copies to all other interested parties.

Signature Instructions: The signature area below is for Executor/Admin(s) only. Attorneys representing Executor/Admin(s) do not sign here.

Verification: I verify the truth and accuracy of all facts alleged within this document to the best of my belief and further verify that all facts contained in this document are alleged in good faith. By affixing my electronic signature to this document I acknowledge my understanding that any false statements made in this document are punishable as perjury which may include a fine or imprisonment or both.

______________________________	/s/ ______________________________
Executor/Admin Name	Executor/Admin Signature Date
______________________________	______________________________
Executor/Admin Address	City State Zip code
______________________________	______________________________
Executor/Admin Telephone	Executor/Admin E-mail

Verification: I verify the truth and accuracy of all facts alleged within this document to the best of my belief and further verify that all facts contained in this document are alleged in good faith. By affixing my electronic signature to this document I acknowledge my understanding that any false statements made in this document are punishable as perjury which may include a fine or imprisonment or both.

______________________________	/s/ ______________________________
Executor/Admin Name	Executor/Admin Signature Date
______________________________	______________________________
Executor/Admin Address	City State Zip code
______________________________	______________________________
Executor/Admin Telephone	Executor/Admin E-mail

IMPORTANT NOTICE

To Beneficially Interested Parties

This Account may be approved by the probate division unless a written objection, containing the specific factual or legal basis for the objection, is filed within 30 days after the date the Account is filed in the probate division. Failure to file an objection may forfeit your right to a hearing concerning the Account or your objection, and the probate division may then act without a hearing or any further notice to you.

ASSENT and WAIVER OF NOTICE

If all the parties interested in the account want to certify that they have examined the account, find it correct and request that it be allowed without further notice to them, please complete an "Assent" form **(NHJB-2121-FPe)** and file it with this account.

THE FOLLOWING PAGE OF THIS FORM IS FOR COURT USE

FOR COURT USE

ORDER

- ☐ Account allowed.
- ☐ Account allowed pending filing of:
- ☐ Account disallowed for the following reasons:

If this is a final account, receipts for the balance must be filed within 30 days.

Recommended:

Ordered by the Court:

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