

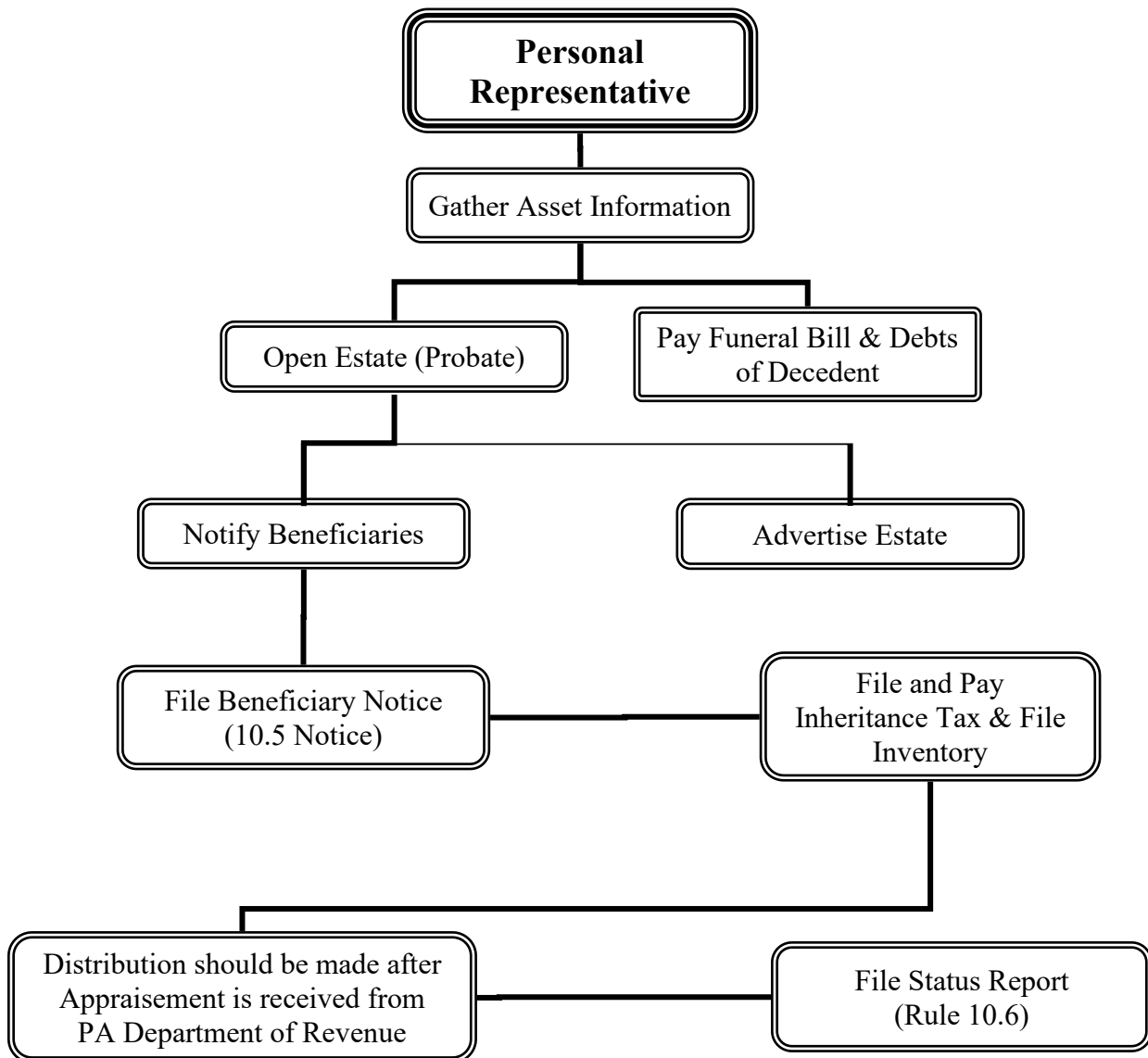


LINDA BOBRIN, ESQUIRE
Register of Wills and Clerk of the Orphans' Court
Administration Building, 55 E. Court Street, Doylestown, PA 18901
Email: registerofwills@buckscounty.org

Douglas Wayne, Esquire, First Deputy
Colleen F. Strunk, Second Deputy
Melissa V. Bond, Solicitor

Telephone: (215) 348-6265
(888) 942-8257

DUTIES OF PERSONAL REPRESENTATIVE(S)





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TIME FRAME FOR FORMS TO BE COMPLETED

- 10.5 Certification of Notice**
Personal representative(s)
gives notice to all beneficiaries/heirs
Due within 3 months from the date Letters Granted
Must be completed in ink.
- Inheritance Tax Forms** (Rev 1500 et al.)
Two must be sent back to RoW (1 must have original signature; RoW sends to Harrisburg)
Due within 9 months from date of death
3 months for 5% discount – filed and paid
Must be completed in ink.
Inventory
List all estate assets
Due within 9 months from date of death
Must be completed in ink.
- 10.6 Status Report**
Send back after documentation received from Department of Revenue that inheritance taxes have been paid in full
Due 2 years from date of death – and if administration has not been completed, annually thereafter until administration of estate is complete
Must be completed in ink.

RESOURCES

PENNSYLVANIA INHERITANCE TAX - DEPARTMENT OF REVENUE

Harrisburg –

1-717-787-8327

FEDERAL E.I.N. -

1-800-829-4933 or www.irs.gov

BONDING COMPANIES:

Steely & Smith Ins. – 215-345-9410

3662 Route 202, Doylestown, PA 18901

Paist & Noe Insurance - 215-364-3000

130 Almshouse Road, Suite 103, Richboro, PA 18954

ADVERTISING - Must advertise Estate Notices in two newspapers; one must be the Bucks County Law Reporter

LAW REPORTER - 215-348-9413 (must advertise)

COURIER TIMES - 215-949-4000

INTELLIGENCER - 215-345-3000

DEATH CERTIFICATES – are not issued by the Register of Wills

Contact the Pennsylvania Department of Health – Vital Statistics

Phone: 1-724-656-3100

Online @ www.health.pa.gov/MyRecords/Certificates

eFiling available by visiting our website: www.buckscounty.org/rowocrecords