

Instructions for completing
Motion for Commissioner of Insolvency
(NHJB-2129-P)

Form use. This form is used to ask the court to allow the fiduciary to administer the estate as insolvent.

Top part of form

- COURT NAME:** Enter the name of the county probate court where the document will be filed. (example: Belknap County Probate Court; Rockingham County Probate Court).
- CASE NAME:** Enter the name of the case (example: Estate of John Adams; Estate of Susan Jones).
- CASE NUMBER:** Leave blank if not yet assigned by court OR fill in case number if it is known.

Numbered part of form

1. **Fiduciary Name** is the name of the executor or administrator the court has appointed to administer this estate. Enter that person's name, telephone number and complete mailing address with zip code. If there are co-executors/administrators, enter the second person's name, telephone number and address information.
2. If the executor/administrator has an **attorney** helping with this case, enter his or her name, telephone number and complete mailing address including zip code. If there is no attorney, leave blank.
3. On the lines provided, enter all debts and assets of the estate, as follows:

STATEMENT OF DEBTS AND ASSETS

DEBTS

- A. **Debts against the estate, per schedule attached** are the total amount of all debts owed by the estate of the decedent. On a separate sheet, list each debt separately and provide specific details. Enter the total amount of all claims on the line provided.
- B. **Funeral expenses** is the total cost for funeral and burial of the decedent.
- C. **Allowance to widow** is an amount requested by the widow/widower to provide her/him with normal living expenses. Enter that amount on the line provided.
- D. **Estimated expenses of administration** is the cost to manage and do paperwork for this estate, such as fees, etc. Enter the total amount on the line provided.

TOTAL ESTATE DEBTS is the result of adding the amounts on lines A through D. Enter the total sum on the line provided.

ASSETS

- A. **Real and personal property per inventory** is the value of real estate, bank accounts, stocks, bonds, jewelry, etc. listed on the inventory previously filed for this estate. Enter the total value on the line provided.

- B. **Income earned from all sources** is any interest, rental income, dividends, etc. earned by the estate. Enter the total amount on the line provided.
- C. **Personal property not appraised** is any additional asset(s) not included in the inventory. Enter the amount on the line provided.

TOTAL ESTATE ASSETS is the result of adding the amounts on lines A through D. Enter the total sum on the line provided.

TOTAL DEFICIT is calculated by subtracting the **TOTAL ESTATE ASSETS** from the **TOTAL ESTATE DEBTS**. Enter that amount on the line provided.

Signature section

On the first blank line of the statement following **TOTAL DEFICIT**, enter the name of the person you are requesting to be appointed commissioner of this estate, followed on the next line by that person's mailing address. This person must be a disinterested party in this estate.

The sentence prior to the signature section indicates that the person filing this document has provided copies to all attorneys, parties and persons beneficially interested in the case. Sign the form on the **Signature** line, and date it in the appropriate space to the left. If there are two executors/administrators, both persons must sign and date the form.

Order

This section will be completed by the judge once the document is filed with the court and reviewed in detail by the judge.

Review the completed form for accuracy prior to filing it with the court. If completing this form on-line, some fields may be filled in automatically based on entries in other fields. If more space is needed for any question, please attach additional sheets of paper.