



## CALHOUN COUNTY COURT AT LAW NO. 1

CALHOUN COUNTY, TEXAS

### ADMINISTRATIVE ORDER REGARDING SMALL ESTATE AFFIDAVITS

Pursuant to the authority vested in the Court, the following procedures are hereby adopted regarding Small Estate Affidavits filed in the Calhoun County Court at Law No. 1:

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#### 1. Availability of Court-Approved Forms

The Court has approved a **Small Estate Affidavit, Order, and Instructions**, which are available on the Court's website under the Probate page in the section titled "Small Estates in Calhoun County":

<https://www.calhouncotx.org/county-court-at-law-1/>

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#### 2. Required Use of Court-Approved Forms

All applicants, including **pro se litigants and attorneys**, are **required to use the Court-approved Small Estate Affidavit and Order** available on the Court's website.

The Court will **not approve any Small Estate Affidavit** unless the Court-approved form is used.

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#### 3. Completeness Requirement

All Small Estate Affidavits must be **fully and accurately completed** in accordance with:

- The **instructions provided by the Court**; and
- Applicable provisions of the Texas Estates Code.

Incomplete affidavits, or affidavits lacking required information, will not be approved.

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#### 4. Statutory Authority and Court Discretion

Approval of a Small Estate Affidavit is within the discretion of the Court pursuant to **Texas Estates Code § 205.003**.

The submission of incomplete or insufficient affidavits unnecessarily expends the resources of the Court, the Clerk, and the applicants. Accordingly, strict compliance with this Order is required.

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#### 5. Review Process

All Small Estate Affidavits are subject to review by the Court. The Court may:

- Approve the affidavit;
  - Reject the affidavit for deficiencies; or
  - Require additional information or corrections prior to approval.
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#### 6. Pro Se Filings

The Court permits **pro se applicants** to file Small Estate Affidavits; however, all applicants are held to the same standards of completeness and compliance with this Administrative Order and applicable law.

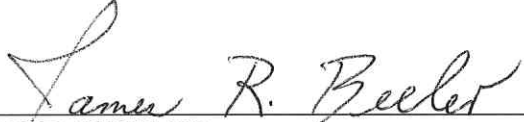
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#### 7. Effective Date

This Administrative Order is effective immediately upon signing and shall remain in effect until further order of the Court.

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SIGNED on this 16<sup>th</sup> day of APRIL, 2026.

  
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**JAMES R. BEELER**  
Judge, County Court at Law No. 1  
Calhoun County, Texas