



Calhoun County Court at Law

Hon. James R. Beeler, Judge
Catherine Blevins, Court Coordinator
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Port Lavaca, TX 77979
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Probate Court Procedures for Filing a Notice of Setting

Dear Counsel:

This correspondence is provided for **court procedural purposes only** and is intended to assist attorneys in properly preparing probate matters for hearing before **Judge James Beeler, County Court at Law No. 1, Calhoun County, Texas**.

Prior to e-filing a **Notice of Setting** for a probate hearing, the Court requests that all required documentation be on file with the Clerk to ensure the matter is ready to proceed. Submitting a notice of setting without the necessary documents may result in the hearing not being set or being removed from the docket.

Please ensure the following documents are filed, as applicable to your case:

- A **copy of the death certificate** (may be redacted; the Clerk's Office will mark the document confidential).
- The **original will**, if applicable.
- A **proposed Proof of Death and Other Facts**.
- A **proposed Oath** (or **Oath of No Debts** when proceeding as a muniment of title).
- A **proposed Order Admitting Will to Probate** or **Order Declaring Heirship**, as applicable.
- A **proposed Order Setting Hearing**.
- All **required proposed affidavits, proposed witness testimony, or heir waivers**, as applicable.

Additionally, **Citation by Posting and/or Publication must be completed and returned to the Clerk's Office** in accordance with the requirements under the **Texas Estates Code § 51.053** before the hearing can proceed.

If you have procedural questions regarding filings, please contact the Clerk's Office. Court staff cannot provide legal advice.

Thank you for your attention to these procedures and for your continued professionalism.

Respectfully,


Hon. James R. Beeler
Judge, Calhoun County Court at Law