



OFFICE OF STAN STANART
COUNTY CLERK, HARRIS COUNTY, TEXAS
PROBATE COURTS DEPARTMENT

ATTORNEY'S LETTER REQUEST FORM

Date: _____

Docket No. _____ Court No. _____ No. Of letters ordered @\$2.00 each _____

Name of Estate/Guardianship: _____

ORDER INFORMATION:

Attorney Ordering: _____

Telephone number: _____

Method of Payment: Check No. _____ Amt. _____ L/G _____ (Must be picked up)

LegalEase: Acct No. _____

Name and address if letters are to be mailed:

I authorize the County Clerk to mail this order to me by regular U.S. Mail and release the County Clerk of any and all responsibility of my failure to receive same.

Signature of Person Ordering

- ◆ Letters ordered by noon, shall be ready for pick up by 3 p.m. the day ordered; after noon, letters shall be ready the following day.
- ◆ Letters must be ordered within the hour of court appearance if letters are to be picked up the same afternoon
- ◆ Please attach check to the form.
- ◆ This order must be filled out in full to assure proper handling.