

Executor of Estate Responsibilities Agreement

Date: _____

To: [Executor Name]

Address: [Executor Address]

Dear [Executor Name],

This letter serves as an agreement regarding your responsibilities as the executor of the estate of [Deceased Name], who passed away on [Date of Death]. Your duties shall include, but are not limited to, the following:

- Gather and secure all assets of the estate.
- Notify beneficiaries and heirs of their interests in the estate.
- File the will with the appropriate probate court.
- Manage estate debts and obligations.
- Distribute assets to beneficiaries in accordance with the will.

By signing below, you acknowledge your understanding of these responsibilities and agree to carry them out to the best of your abilities.

Executor Signature: _____

Date: _____

Executor's Contact Information: [Phone Number, Email Address]

Sincerely,

[Your Name]

[Your Title or Relationship to the Deceased]

[Your Contact Information]