**Form 7-2: Fee Petition**

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Petition and order for payment of fees

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**Before the Register of Wills (*insert county/city*) County, Maryland**

In the Matter of \*

The Estate of \*

(*insert name of Decedent*) \* Estate No.(insert number )

\* \* \* \* \* \* \* \* \* \*

**Petition for Allowance of Personal Representative Commissions and Counsel Fees**

(*insert name of Personal Representative*), Personal Representative (hereinafter "Personal Representative and or Petitioner") of the Estate of(*insert name of Decedent*), deceased (the "Decedent"), by Personal Representative’s attorney, (*insert name of Attorney)*, respectfully petitions this Honorable Court for allowance to pay Personal Representative Commissions and Counsel Fees and represents that:

1. (*insert name of Decedent*), died on (*insert date*), (insert with or without) a Will.

2. Your Petitioner qualified as Personal Representative on (*insert date*) and has since that time been engaged in the performance of the Personal Representative duties.

3. The Decedent's probate estate subject to fees and commissions totals (*write out amount*), $(*insert # amount*)

4. The estate is solvent.

5. Your Petitioner employed the law firm (*insert name of Attorney)* to act as counsel in the administration of the estate. The purpose of this Petition is to request the allowance of Personal Representative Commissions in the amount of (*write out amount*), $(*insert # amount*) and Counsel Fees in the amount of (*write out amount*), $(*insert # amount*) for services rendered in total from (*insert date*) through (*insert date*) to the estate.

6. In the course of the administration of the Estate, Petitioner has rendered the following services to the estate:

(a) Located and gathered considerable and diverse tangible and intangible assets for the estate.

(b) Located addresses, contacted, and prepared List of Interested Persons.

(c) Secured appraisal for real estate property. Retained realtor to assist in selling of the real property owned by the estate. Was actively involved in preparing real property for sale.

(d) Assisted with the sale of marketable securities sold directly through the corporations issuing the stock.

(e) Located insurance policies held by decedent and worked with beneficiaries to ensure receipt of proceeds.

(f) Assisted with preparation of Petition for Probate and First, Second, and Final Administration accounts.

(g) Liquidated Series HH savings bonds held by estate.

(h) Upon approval of the Orphans' Court and with permission of co-signatory, entered decedent's safe deposit box to locate any additional assets.

(i) With Counsel, managed assets of estate during the course of probate resulting in a net gain of more than (*insert value of the gross estate to be accounted for*) Dollars ($ insert amount) for the Estate and its beneficiaries.

7. In addition to assisting the Personal Representative with the above duties, Counsel has performed the following services:

(a) Represented the Petitioner in Personal Representative’s action to be appointed Personal Representative of the Decedent's estate and assisted the originally named Personal Representative in the renunciation of her appointment;

(b) Prepared and filed the Petition for Regular Estate and all supporting documents, including the Schedule A, Inventory, Information Report, and List of Interested Persons;

(c) Prepared documents, including a Limited Power Order, required to permit the Petitioner to enter the Decedent’s safe deposit box for the purpose of locating assets;

(d) Filed Petition for Approval of Funeral Expenses on behalf of Petitioner in light of expenses exceeding statutory limits without authorization to do so in Decedent's Last Will and Testament;

(e) Prepared and filed Petition for Will Construction in (*insert city/county*) for (*insert Orphans’ or Circuit*) Court for (*insert city/county*) County, including numerous hours involved in research, preparation for hearing, correspondence and phone calls to and from the Interested Persons and attorneys for the Interested Persons; and appearance at the hearing on the matter;

(f) Prepared and filed (*insert of Accounts*) and Final Administration Accounts of the Estate;

(g) Conducted numerous telephone conferences, reviewed contracts for listing and contract for sale, and reviewed and approved the deed of sale and the HUD Settlement Sheet with Petitioner and title company for the purpose of selling the real property owned by the Decedent at the time of Decedent’s death;

(h) Determined date of death value of stocks; liquidation of brokerage accounts;

(i) Reconciled, reviewed, and maintained the estate assets and the records of receipts and disbursements thereof;

(j) Engaged in numerous telephone conversations and emails with the legatees and their counsel regarding the status of the estate and; and

(k) Will have rendered such past and future services incident thereto as may be requisite or necessary as a customary and usual incident to the duties of counsel relative to the administration of an estate.

(l) Payment of all bills and claims and debts in the Estate and maintenance of records relative thereto.

(m) Reviewed and advised Accountant on matters pertaining to Fiduciary, Individual, and Estate tax returns.

(n) Managed assets of estate during the course of probate resulting in a net gain of more than (*write out amount*), $(*insert # amount*) for the estate and its beneficiaries.

(o) Calculated and paid Inheritance Taxes owed by the Estate.

(p) Worked closely with the Comptroller's Office to expedite review of all Estate Tax documents submitted to the State.

8. The above itemization is merely intended as a description of the services performed by Petitioner and Counsel for the Decedent's Estate and does not include a complete itemization of every detail of the services rendered by Counsel.

9. The maximum statutory commissions which would be allowable in this estate are:

Total Estate: $ (*insert # amount*)

(*insert percentage*) $ (*insert # amount*)

(*insert percentage*) $ (*insert # amount*)

Total Allowable Attorney's Fees and Commissions: $ (*insert # amount*)

Petitioner and Counsel are requesting Commissions and Attorney's Fees (*write out amount*), $(*insert # amount*) of which (*write out amount*), $(*insert # amount*) is for commissions and (*write out amount*), $(*insert # amount*) is for counsel fees.

10. There was an interim payment to counsel in the amount of (*write out amount*), *$(insert # amount*) by this Estate. For the purposes of this Petition, the Petitioner is requesting that Personal Representative be allowed to pay Counsel an additional (*write out amount*), $(*insert # amount*).

11. In addition to the services already rendered, your Petitioner and Counsel will continue to administer this Estate and perform other necessary and future services to the Estate.

**WHEREFORE**, your Petitioner respectfully requests this Honorable Court to issue an Order allowing her to pay (1) commissions to (*insert name of Personal Representative* ), Personal Representative for the Estate of (*insert name of Decedent*), in the amount of (*write out amount*), $(*insert # amount*); and (2) counsel fees to (*insert name of Attorney*), Esquire and (*insert name of law firm* in the amount of (*write out amount*), $(*insert # amount*).

I do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing document are true and correct to the best of my knowledge, information and belief, and that all interested persons are being notified in accordance with Estate and Trusts Article Section 7-502, and as required by Rule 6-416(e) of the Maryland Rules of Procedure Title 6.

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(*insert name of Attorney*) (*insert name of Personal Representative*)

(*insert address*) Personal Representative

(*insert phone number*)