ACCOUNT	DOCKET NO.	**Massachusetts Trial Court** **Probate and Family Court**

☐ ESTATE OF: ☐ CONSERVATORSHIP OF: ☐ OTHER:

_____

_____ DIVISION

This is the: ☐ ANNUAL ACCOUNT

(State 1st, 2nd, etc.) _____

☐ FINAL ACCOUNT

(Select why) ☐ Appointment terminated ☐ Estate closed ☐ Court Order dated: _____

☐ AMENDED ACCOUNT

(Identify Account being amended by number and filing date) _____

☐ OTHER ACCOUNT

(Explain) _____

FOR THE REPORTING PERIOD FROM _____ (MM/DD/YYYY) TO _____ (MM/DD/YYYY)

ACCOUNTING FIDUCIARY'S INFORMATION

Name: _____ (First Name) _____ (MI) _____ (Last Name)

Address _____ (Address) _____ (Apt, Unit, No. etc.) _____ (City/Town) _____ (State) _____ (Zip)

Email: _____ (Email Address)

Primary Phone #: _____

click to add | click to remove

SUMMARY OF SCHEDULES

(If you are completing this on-line, the totals will auto-fill.)

	TOTAL
SCHEDULE A - Receipts and income	$
SCHEDULE B - Payment and debts, administration expenses, taxes and distributions	$
SCHEDULE C - Balance of assets on hand	$

CONSERVATORS ONLY

For assistance on how to complete, file and distribute an Account, watch **Module 7: How to Complete the Conservator's Account** and **Module 8: How to File and Distribute Guardian and Conservator Reports** located on the Probate and Family Court's Office of Adult Guardianship and Conservatorship Oversight webpage at: http://www.mass.gov/courts.

1. Do you recommend that the conservatorship be continued? ☐ No *(explain)* ☐ Yes

2. If you recommend that the conservatorship be continued, do you recommend any changes in the scope of the conservatorship? ☐ No ☐ Yes *(explain)*

3. List the services provided to the Adult under conservatorship.

4. Were you required to file a Conservator's Financial Plan? ☐ No ☐ Yes

5. If you filed a Conservator's Financial Plan, do you recommend any changes to the Plan? ☐ No ☐ Yes *(explain)*

ALL FIDUCIARIES

I understand that I am required to maintain supporting documentation for all receipts and disbursements including detailed billing statements from any professional.

The proper Petition to allow this Account is ☐ **filed with this Account** ☐ **already on file with the Court.**

SIGNED UNDER THE PENALTIES OF PERJURY

I swear or affirm under oath that I have read this Account and that the statements contained in it are true and correct to the best of my knowledge and information.

Date _____ _____
SIGNATURE OF FIDUCIARY

click to add | click to remove

Attorney for Fiduciary:

_____
Print Name

_____ _____
(Address) (Apt, Unit, No. etc.)

_____ _____ _____
(City/Town) (State) (Zip)

Primary Phone #: _____

BBO No.: _____

SCHEDULE A- RECEIPTS AND INCOME

If this is the first Account of a Personal Representative, enter the Inventory total of only the personal property in the "Amount Received" column on the line for "Balance of Inventory or Prior Account". If it is the first Account of a Conservator, enter the Inventory total of both personal property and real estate in the "Amount Received" column on the line for "Balance of Inventory or Prior Account".

If this is not the first Account, enter the Total (Book Value) balance from Schedule C in the last prior filed Account in the "Amount Received" column on the line for "Balance of Inventory or Prior Account".

Item #	Date	Description of item received, include name of Payor	Sub-Total	Amount Received
		Balance of Inventory or Prior Account		
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
			Total	

+ -

SCHEDULE B- Payment of Debts, Administration Expenses, Taxes & Distributions

Item #	Date	Description of item Paid (include Name of Payee)	Sub-Total	Amount Paid
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
			Total	

+ -

SCHEDULE C- Balance of Assets on hand at end of accounting period

Item #	Account and Number	Name of Financial Institution or Description of Asset	Market Value	Book Value
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
			Total	

+ -

Reset Form