



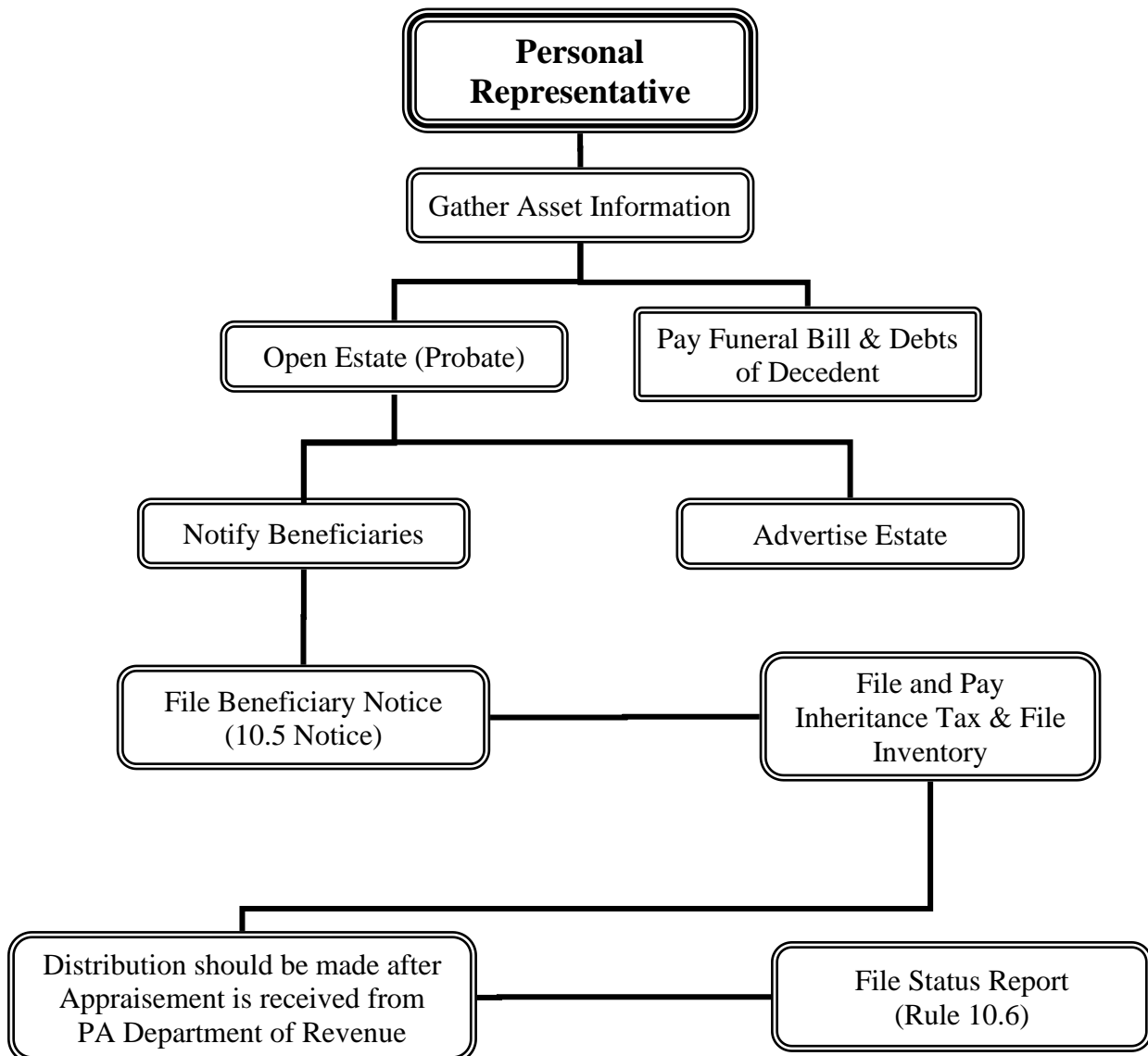
# LINDA BOBRIN, ESQUIRE

Register of Wills and Clerk of the Orphans' Court  
Administration Building, 55 E. Court Street, Doylestown, PA 18901  
Email: [registerofwills@buckscounty.org](mailto:registerofwills@buckscounty.org)

*Douglas Wayne, Esquire, First Deputy*  
*Colleen F. Strunk, Second Deputy*  
*Melissa V. Bond, Solicitor*

Telephone: (215) 348-6265  
(888) 942-8257

## DUTIES OF PERSONAL REPRESENTATIVE(S)





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## **TIME FRAME FOR FORMS TO BE COMPLETED**

### **1.) 10.5 Certification of Notice**

*Personal representative(s)*  
*gives notice to all beneficiaries/heirs*

Due within three months from the date Letters Granted  
***Must be completed in ink.***

### **2.) Inventory**

List all estate assets

Due within nine months from date of death  
***Must be completed in ink.***

### **3.) 10.6 Status Report**

File with ROW after documentation received  
from Department of Revenue that  
inheritance taxes have been paid in full

Due two years from date of death – **and**  
if administration has not been completed,  
annually thereafter until administration  
of estate is complete

***These forms should be completed in ink, scanned and saved as a .pdf and filed online at:***  
<https://propublic.buckscountyonline.org>

***These forms have no charge if filed online. There is a \$25 filing fee if these forms are filed as paper copies.***

### **Inheritance Tax Forms (Rev 1500 et al.)**

Two must be sent back to ROW (one must have  
original signature; ROW sends to Harrisburg)

Due within nine months from date of death\*  
\*Pay tax due within three months for 5% discount  
***Must be completed in ink***

### **ADVERTISING - *Must advertise Estate Notices in two newspapers; one must be the Bucks County Law Reporter, the other must be local to the decedent's domicile***

- Bucks County Law Reporter: 215-348-9413 (**required**) <https://www.bucksbar.org>
- Bucks County Courier Times or The Intelligencer: 215-949-4112 [legals@couriertimes.com](mailto:legals@couriertimes.com)
- Any other local paper that publishes legal notices is acceptable

## **RESOURCES**

### **PENNSYLVANIA INHERITANCE TAX - DEPARTMENT OF REVENUE**

Harrisburg – 1-717-787-8327

### **FEDERAL E.I.N. -**

1-800-829-4933 or [www.irs.gov](http://www.irs.gov)

### **BONDING COMPANIES:**

Steely & Smith Ins. – 215-345-9410  
3662 Route 202, Doylestown, PA 18901

Paist & Noe Insurance - 215-364-3000  
130 Almshouse Road, Suite 103, Richboro, PA 18954

**DEATH CERTIFICATES** – are **not** issued by the Register of Wills. Contact the  
Pennsylvania Department of Health – Vital Statistics  
Phone: 1-724-656-3100

Website: [www.health.pa.gov/MyRecords/Certificates](http://www.health.pa.gov/MyRecords/Certificates)

**HEIR SEARCHES** – Heir Search – 1-800-663-2255

eFiling is available online: <https://propublic.buckscountyonline.org>