

**GUARDIAN AND PERSONAL REPRESENTATIVE GENERAL INFORMATION**

**(Please print all information)**

*Cause No.:* \_\_\_\_\_ *Decendant/Ward's Name* \_\_\_\_\_

*Your full name:* \_\_\_\_\_

*Your address:* \_\_\_\_\_

*City:* \_\_\_\_\_ *State:* \_\_\_\_\_ *Zip Code:* \_\_\_\_\_

*Place of Employment:* \_\_\_\_\_ *Business Address:* \_\_\_\_\_

*Date of Birth* \_\_\_\_\_ *Place of Birth:* \_\_\_\_\_

*Social Security No. (last four digits only):* \_\_\_\_\_ *Home Phone:* \_\_\_\_\_

*Work Phone:* \_\_\_\_\_ *Mobile Phone:* \_\_\_\_\_

*Personal Email:* \_\_\_\_\_ *Personal Fax:* \_\_\_\_\_

*Work Fax (optional):* \_\_\_\_\_ *Work Email(optional):* \_\_\_\_\_

*Driver's License No.:* \_\_\_\_\_ *State:* \_\_\_\_\_

*Name of Spouse:* \_\_\_\_\_ *Date of Birth:* \_\_\_\_\_

*Business Address:* \_\_\_\_\_ *Phone:* \_\_\_\_\_

*Occupation:* \_\_\_\_\_ *Spouse Mobile Phone:* \_\_\_\_\_

***TWO (2) PERONS WHO WILL ALWAYS KNOW HOW TO CONTACT YOU:***

*Name:* \_\_\_\_\_ *Home Phone:* \_\_\_\_\_

*Address:* \_\_\_\_\_ *Home Phone:* \_\_\_\_\_

*Name:* \_\_\_\_\_ *Home Phone:* \_\_\_\_\_

*Address:* \_\_\_\_\_ *Home Phone:* \_\_\_\_\_

***YOU MUST NOTIFY THE COURT IN WRITING OF ANY CHANGES IN YOUR ADDRESS***

***(Please complete today and return to Court immediately)***

*It is the policy of this Court (I) to collect these data upon the appointment of a guardian or personal representative; (II) to use these data solely to contact or find the guardian or personal representative for purposes relating to the cause number listed above; (III) to maintain these data in a locked cabinet in court chambers accessible to court staff and (IV) to destroy these forms by shredding upon approving an inventory, appraisal, and list of claims (for independent executors and administrators of decedents' estates) or upon discharge (for guardians and dependent administrators). Collection of this information is authorized by Texas Estates Code §351.355(a)(b) & 1201.004 (a)(b).*