

BUTLER COUNTY PROBATE COURT

Procedure for: Application to Extend Time to File an Inventory/Account/Status Report

Standard Probate Forms: 410 (410EI: Inventory, 410EA: Account, 410ES: Status Report)

Date Last Reviewed: 12/22/2017

Form 410 is to be used when asking for an extension of time to file an Inventory, Account, or Status Report.

- Inventory & Appraisal (form 6.0) Schedule of Assets (form 6.1) [2115.02¹ & 2115.09²] - The Inventory & Appraisal is due within three months of the date of appointment. Failure to file the Inventory and Appraisal within the three months may result in the attorney and applicant being cited to appear and show cause.
- Fiduciary's Account (form 13.0) Receipts and Disbursements (form 13.1) - Every administrator and executor, within six months after appointment, shall render a final and distributive account of the administrator's or executor's administration of the estate unless one or more of the following circumstances apply:
 - An Ohio estate tax return must be filed for the estate.
 - A proceeding contesting the validity of the decedent's will pursuant to section 2107.71³ of the Revised Code has been commenced.
 - The surviving spouse has filed an election to take against the will.
 - The administrator or executor is a party in a civil action.
 - The estate is insolvent.
- Is there an Entry attached to the application?
- Is the Application signed by the Fiduciary?
- Is there good cause for extending the time to file?
- Has the time been previously extended?
 - If 0-1: Continue.
 - If 2 or more: Give to a Magistrate for approval.
- Was a Delinquent Notice (form BC 425) **AND** a Citation (form BC 417) filed by the Court for the estate?
 - If no: Continue.
 - If yes: Give to a Magistrate for approval.
- If asking for more than 60 days: Give to a Magistrate for approval
 - If not asking for a certain amount of time: Depending on reason, give 30-60 days.

¹ R.C. 2115.02: Inventory - separate schedule

² R.C. 2115.09: Inventory contents.

³ R.C. 2107.71: Civil action to contest validity of will.