

Instructions for completing  
**Motion to Pay State Treasurer**  
**For Property in Excess of \$5,000**  
(NHJB-2499-P)

Form use RSA 561:10 allows for an estate administrator to petition the probate court if they have property in excess of \$5,000 belonging to an heir, legatee, etc. whose place of residence is unknown and cannot be found, or who may have refused to accept the sum. The petition asks permission to pay the amount to the state treasurer and thus be discharged of their administrator's duties as they relate to the property.

Top part of form

- COURT NAME:** Enter the name of the county probate court where the document will be filed. (example: Belknap County Probate Court; Rockingham County Probate Court).
- CASE NAME:** Enter the name of the case. (Example: Estate of John Q. Adams or Guardianship of Susan Jones).
- CASE NUMBER:** Leave blank if not yet assigned by court OR fill in case number if it is known.

Numbered part of form.

1. **Petitioner Name** is the name of the person filing the motion. Enter that person's relationship to the case (example: executor, administrator) next to **Capacity**. If there are co-petitioners, the second person's name, and capacity should be on the next line.
2. If there is an attorney helping you with this case, enter the **Attorney Name** and **Telephone** number for the attorney
3. In order to motion the court to pay the state treasurer, the law requires that there must first be a decree of distribution or the settlement of the account of the executor/administrator. When you sign this form, you are stating that has occurred.
4. Enter the **sum of money** in your possession. On the next line, list the name of the person **it belongs to**.
5. The law requires that you state on your motion that you do not know where the person listed in #4 lives and that you have tried to find the person, or that the person listed has refused to accept the money. When you sign this form, you are stating that has occurred.

Signature section

**This form must be signed in the presence of a Notary Public or Justice of the Peace.**  
They will complete the section immediately following your signature. You will sign the form on the **Petitioner Signature** line, and date it in the appropriate space to the left.

Order

This section will be completed by the judge once the document is filed with the court and reviewed in detail by the judge.

**Review the completed form for accuracy prior to filing it with the court. If completing this form on-line, some fields may be filled in automatically based on entries in other fields. If more space is needed for any question, please attach additional sheets of paper.**