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Telephone number

DISTRICT COURT  
CLARK COUNTY, NEVADA

In the Matter of the Estate of: )  
 )  
 ) Case No. P \_\_\_\_\_  
 )  
 ) Dept. No. PC-1  
 )  
 )  
 \_\_\_\_\_ Deceased. )

**ORDER APPOINTING SPECIAL ADMINISTRATOR**  
**AND TO OPEN SAFE DEPOSIT BOX**

Upon submission of a verified Ex Parte Petition for  
Appointment of Special Administrator and for Issuance of Special  
Letters of Administration, representing as follows:

1. That Decedent, \_\_\_\_\_,  
died intestate on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the  
County of Clark, State of Nevada.

2. That Decedent was a resident of Clark County, Nevada,  
at the time of their death; and that their estate consists of  
property valued at less than \$2,500.

**NOW, THEREFORE, IT IS HEREBY ORDERED** that \_\_\_\_\_  
\_\_\_\_\_ is appointed as Special Administrator  
and that Special Letters of Administration be issued, without  
bond, to the Petitioner, \_\_\_\_\_,

1 upon taking the oath of office, for the purpose of administering  
2 the estate in accordance with Nevada Revised Statutes Chapter  
3 140.040 (see Exhibit A attached)and opening safe deposit box  
4

5  
6 **IT IS FURTHER ORDERED: (You must one box)**

7  All moneys received by this estate will be placed in a  
8 blocked account until further order by the court and proof  
9 of the blocked account shall be filed with the court within  
10 thirty (30) days from the date of entry of this court  
11 order.  
12

13  All moneys received by this estate will be placed in the  
14 attorney's trust account until further order by the court.  
15

16 **IT IS FURTHER ORDERED** that the settlement of the decedent's  
17 lawsuit is subject to this court's approval.

18 DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

19  
20  
21 \_\_\_\_\_  
District Court Judge

22  
23 Submitted by:

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25 \_\_\_\_\_  
Name:

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**EXHIBIT A**

**NRS 140.040 Powers, duties and immunity from liability for certain claims.**

1. A special administrator shall:

(a) Collect and preserve for the executor or administrator when appointed all the goods, chattels and receivables of the decedent, and all incomes, rents, issues, profits, claims and demands of the estate.

(b) Take charge and management of the real property and enter upon and preserve it from damage, waste and injury.

2. A special administrator may:

(a) For all necessary purposes, commence, maintain or defend actions and other legal proceedings as a personal representative.

(b) Without prior order of the court, sell any perishable property of the estate, as provided in [NRS 148.170](#).

(c) Exercise such other powers as have been conferred by the order of appointment.

(d) Obtain leave of the court to borrow money or to lease or mortgage real property in the same manner as an executor or administrator.

3. A special administrator is not liable:

(a) To any creditor on any claim against the estate; or

(b) For any claim against the decedent except a claim involving wrongful death, personal injury or property damage if the estate contains no assets other than a policy of liability insurance.

[Part 86:107:1941; 1931 NCL § 9882.86]—(NRS A 1971, 647; 1983, 668; [1999, 2276](#))