

[Your Name/Attorney Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Probate Referee Name]
[Address]
[City, State, Zip Code]

RE: Estate of [Deceased's Full Name]
Court Case Number: [Case Number]

Dear [Referee Name],

As the [Personal Representative/Attorney] for the above-referenced estate, I am submitting this final request for appraisal services to facilitate the closure of the estate.

Enclosed please find the following documents:

- Inventory and Appraisal (Form DE-160) - [Partial No. / Final]
- Attachment 2, listing the assets to be valued by your office.
- Supporting documentation for asset valuation (e.g., property descriptions, account statements, or vehicle details).

Please provide a formal appraisal of the listed assets as of the date of death, which was [Date of Death].

Once you have completed the appraisal and signed the Inventory and Appraisal form, please return the original document to my office at the address listed above. If there are any outstanding fees for your services, please provide an invoice so that payment may be issued promptly from the estate funds.

Should you require any additional information or access to the property to complete your valuation, please contact me directly.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature]
[Your Printed Name]