

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA**  
**PROBATE DIVISION**

In re Estate of

\_\_\_\_\_ ADM \_\_\_\_\_

\_\_\_\_\_  
Deceased

**TRUST OFFICER'S PRAECIPE**

The Register of Wills will please note that the trust officer to be contacted with regard to this matter is:

\_\_\_\_\_  
Name of trust officer

\_\_\_\_\_  
Official name of financial institution

\_\_\_\_\_  
Preferred mailing address

\_\_\_\_\_  
Direct telephone number

In the event that the trust officer named above cannot be reached, contact may be made with the Chief Financial Officer an/or President of the financial institution identified below until such time as a new Praecipe is filed in this matter:

\_\_\_\_\_  
Name of President/Chief Financial Officer

\_\_\_\_\_  
Official name of financial institution

\_\_\_\_\_  
Preferred mailing address

\_\_\_\_\_  
Telephone number

Respectfully submitted,

\_\_\_\_\_  
Signature of filer

## CERTIFICATE OF SERVICE

I certify that on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, a copy of this filing was either eServed in accordance with the provisions of Administrative Order 13-15 or served by first class mail, postage prepaid, on the following persons (list names and complete mailing addresses):

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Signature