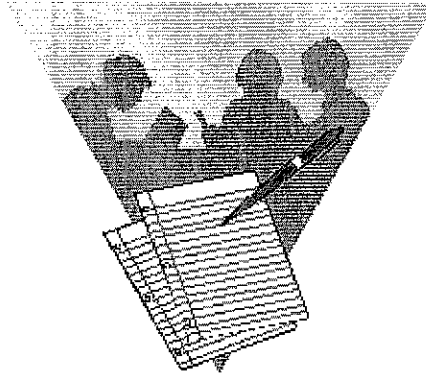


Personal Representative Duties

This information is a guide concerning the duties of the Personal Representative (also known as an Executor) of an estate. Selected deadlines that you will need to meet are also shown. You may run into other issues that require the services of an attorney.



Personal Representative Applies for Appointment

(probate forms available [here on the web site](#) or from the Court)

Please click [here](#) for a downloadable, printable checklist of Personal Representative duties.

Lincoln County Phone Numbers/E-mail

Probate Court:	(575)- 648-2394 ext 128 1-800-687-2705 ext 128	cemmons@lincolncountynm.net
County Clerk:	(575)- 648-2394 ext 130	rburrows@lincolncountynm.net
Treasurer	(575) -648-2397 ext 7	
Assessor:	(575)- 648-2306 ext 4	

Other Useful Phone Numbers, Websites, & E-mail Addresses

IRS:	800-829-1040	www.irs.treas.gov
NM Taxation & Revenue:	841-6200 (Albuquerque), 505-827-0700 (Santa Fe)	www.state.nm.us/tax
MVD:	888-683-4636	www.state.nm.us/tax/mvd/
Social Security	800-772-1213	www.ssa.gov
Medicare:	800-633-4227	www.medicare.gov
Dept. of Veterans Affairs:	800-827-1000	www.va.gov
Vital Statistics Dept. (for death certificates)	841-4183 (Albuquerque); 505-827-0121 (Santa Fe)	www.health.state.nm