

**CHECK LIST FOR OPENING A SUMMARY ADMINISTRATION**

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|----|---|-----|----|
| 1. | IS VENUE PROPER?  | YES | NO |
| 2. | VALUE OF ESTATE CONTAINED IN PETITION<br>VALUE:   | YES | NO |
| 3. | DEATH CERTIFICATE FILED AT TIME OF PETITION<br>IS FILED:  | YES | NO |
| 4. | INTERESTED PERSONS NAMED IN PETITION:<br>IF NO, EXPLAIN   | YES | NO |
| 5. | HAS ORIGINAL WILL BEEN FILED?   | YES | NO |
| 6. | IS WILL SELF-PROVEN?  | YES | NO |
| 7. | IS PETITION SIGNED AND VERIFIED BY SURVIVING<br>SPOUSE, IF ANY, AND ANY BENEFICIARIES   | YES | NO |
|    | <p>The joinder in, or consent to, a petition for summary administration is not required of a beneficiary who will receive full distributive share under the proposed distribution. Any beneficiary not joining or consenting shall receive formal notice of the petition (See F.S. 735.203)</p> |     |    |
| 8. | DOES PETITION ALLEGE THAT A DILIGENT SEARCH<br>AND REASONABLE INQUIRY FOR CREDITORS WAS<br>MADE AND WERE THEY SERVED WITH COPIES OF<br>THE PETITION AND WERE PROVISIONS MADE FOR<br>PAYMENT OF THESE CREDITORS?   | YES | NO |