

Checklist for Disposition of Personal Property

Elizabeth A. Metzger, Circuit Judge



Estate of: _____
Case Number: _____
Date case was filed: _____

1. Proper venue of probate proceeding: Yes No
2. Interested persons named in Petition: Yes No
3. Is the Petition verified by a notary or clerk? Yes No
4. Value of the assets contained in the Petition:
Value: _____
 Yes No
5. Funeral / Medical expenses paid Yes No
Amount of expenses: _____
6. Original Death Certificate filed with Clerk: Yes No Date Filed: _____
7. Original Last Will & Testament filed with Clerk: Yes No Intestate Date Filed: _____
8. Original Codicil(s) filed with Clerk: Yes No N/A Date Filed: _____
9. Is Last Will & Testament self-proven? Yes No N/A
If no, please explain: _____
10. Is (are) Codicil(s) self-proven? Yes No N/A
If no, please explain: _____
11. Statement regarding any potential creditors: Yes No N/A
12. Waiver / Consent(s) signed by heirs/interested parties: Yes No N/A

I have reviewed the file and completed the Checklist in this matter. Everything on the Checklist is accounted for and proposed Orders (in Word format) are now proper to be sent to the Judge's office with a cover letter via e-mail only to ProbateMC@circuit19.org.

Attorney / Petitioner Signature (no e-signatures): _____
Printed Name: _____
Date: _____

Additional information or comments: