

**ANN SHAW
ATTORNEY AT LAW**

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Information Needed to Probate an Estate

1. Decedent's full name, age, residence at time of death, birth date, date of death, and place of death.
2. Full name, home address, telephone number, and ages of persons seeking to open probate proceeding (the "Petitioners").
3. The decedent's death certificate. Florida death certificates either list the cause of death or do not list the cause of death. If the decedent died in Florida, the death certificate must NOT have the cause of death listed.
4. Original of decedent's Will or explanation of efforts to locate Will and basis for believing the decedent died without a will.
5. As complete a list of the decedent's heirs (blood relatives) – brothers and sisters, children, and nieces and nephews – as is possible. For any relatives that have predeceased the decedent, it would be helpful to know the approximate dates of death and place of death. Death certificates would be ideal.
6. List of real property owned by the decedent, by location and estimated value. Bring the property deed(s).
7. List of personal property owned by the decedent located in the state of domicile and in other jurisdictions, by type and value. Include household effects, jewelry, collectibles, and intangibles, such as stocks, bonds, bank accounts, insurance and retirement assets.
8. List secured debts (such as mortgages and car loans) together with identification of property (and value) securing such debt.
9. List unsecured debts (credit cards, bank credit lines, etc.).
10. List expenses of final illness, if known.

