

ANCILLARY ADMINISTRATION CHECKLIST

Estate of _____
Case No.: _____
Date: _____

FS 734.102; PR 5.470; PR qualifications: FS 733.304; Short Form Ancillary see FPR 5.475 - separate checklist;

Authenticated copies of the following are filed (see def. below):

- Will
- Petition for Probate
- Order admitting Will to Probate

OR

- The Petition for Letters
- Letters

Authenticated: the judicial proceedings of any court of any state shall be admitted by the attestation of the clerk and seal of the court annexed, if a seal exists, together with a certificate of a judge of the court that the said attestation is in proper form. 28 U.S.C. § 1738. Also called triple seal, act of congress or triple seal. This is not a "certified copy."

- Certified copy of death certificate
- Verified petition
- Petitioner's relation to decedent and place of residence:
- Beneficiaries and birth dates of minors listed

Personal representative -

Reason for preference:

- Appointed in Will/or appointed as Successor
- Foreign PR (if qualified)
- Person entitled to majority of Florida property
- Other:

Will is executed in conformity with law of state or country where will was executed. FS 732.502; *Estate of Swanson v. Larson*, 397 So. 2d 465 (Fla. 2d DCA 1981)

Bond considerations -

Cash assets: \$ _____
Other assets: \$ _____

- Petition to waive bond filed and served on interested
- Bond waived by interested parties/ waived by Will

Oath

Attorney: _____ FPR 5.030; *Dimitroff v. Taylor*, 651 So. 2d 131 (2d 1995).

Comments: _____

RECOMMENDATION: _____