

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JEFFREY D. MACKEY, JUDGE

ESTATE OF _____, DECEASED

CASE NO. _____

ATTENTION RELEASE FROM ADMINISTRATION APPLICANTS

When filing the application for release from administration the applicant will need the following:

1. A completed packet of forms. All forms must be signed in ink.
2. If the decedent had a Will, send in the original Will with either the application to probate Will or the application to file Will for record only.
3. The death certificate.
4. A detailed funeral bill and proof of payment, if any.
5. A photocopy of the applicant's photo identification.
6. Verification of all assets to be released (examples: deed, bank statements, auto title, last paycheck, etc.).
7. In cases of over \$35,000 in assets, the surviving spouse shall provide a certified copy of the marriage abstract if the decedent did not have a Will.
8. The court cost for filing an application to release an estate from administration is \$113.00 if no publication is required, or \$123.00 if publication is required, payable via cashier's check, money order, or law firm check. No personal checks.
9. Should a hearing be scheduled, failure to appear at the scheduled hearing may result in the application being dismissed. Court costs are non-refundable.

Franklin County Probate Court
Judge Jeffrey D. Mackey
373 South High Street, 22nd Floor
Columbus, Ohio 43215

Website: franklincountyohio.gov/probate
Phone (614) 525-3894