

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

ESTATE OF _____, DECEASED

CASE NO. _____

ATTENTION SUMMARY RELEASE FROM ADMINISTRATION APPLICANTS

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

1. A completed packet of forms. All forms must be signed in ink. Page 2 of the application for summary release from administration must have the applicant's signature notarized by a notary public.
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. The court cost for filing an application for summary release is \$113.00, payable via cashier's check, money order, or law firm check. No personal checks.

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

Website: franklincountyohio.gov/probate
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