

**FILING INSTRUCTIONS FOR AN
APPLICATION FOR SUMMARY RELEASE
FROM ADMINISTRATION**

In addition to the standard probate forms necessary to file an Application for Summary Release from Administration, the following must also be provided at the time of filing:

- Filing fees of \$104.00 (*an additional \$7.00 is required for each motor vehicle or mobile home transferred*)
- A copy of the death certificate
- A copy of the funeral bill and any receipts for any payments made
- The form, "Notice to Court of Decedent's Medicaid Status"
- Attachments to verify the values of any assets listed on the application, such as auditor's printouts, Kelley Blue Book printouts, written statements from appraisers, etc.

PLEASE BE ADVISED THAT NEITHER THE JUDGE, NOR THE DEPUTY CLERKS ARE PERMITTED BY LAW TO GIVE YOU ANY LEGAL ADVICE. LEGAL ADVICE INCLUDES HELPING YOU FILL OUT THESE FORMS OR ADVISING YOU WHETHER OR NOT THESE FORMS THAT YOU HAVE FILLED OUT WILL SATISFY THE LEGAL REQUIREMENTS OF THE STATUTE AND THE COURT.

YOU SHOULD CONSULT WITH AN ATTORNEY FOR ANY QUESTIONS THAT YOU HAVE.