

IN THE CIRCUIT COURT OF THE ELEVENTH JUDICIAL CIRCUIT,
IN AND FOR MIAMI-DADE COUNTY, FLORIDA PROBATE DIVISION

IN RE: ESTATE OF _____,

Deceased.

Case No.: _____

Section: _____

CC02

Checklist and Certification - Summary Administration – Testate

I, _____, as the attorney of record, have reviewed the applicable checklist(s) on the 11th Judicial Circuit Court's website, and filed the following pleadings to the Clerk of Court's docket, for which I have written the docket entry number next to each of the corresponding requirements below:

Qualification – Fla. Stat. § 735.201:

- Decedent's will does not direct administration as required by Chapter 733 Florida Statutes AND
- Decedent has been dead more than 2 years OR
- Value of the entire estate subject to administration in this state is less than \$75,000

Original Documents:

- _____ Authenticated copy of death certificate has been deposited with the Clerk of Courts – Fla. Prob. R. 5.171
- _____ Original Will has been deposited with the Clerk of Courts

Petition for Summary Administration:

- _____ Petition for Summary Administration - Fla. Prob. R. 5.530
- _____ Petition is verified by all beneficiaries OR
- _____ Joinder to Petition has been filed for each beneficiary OR
- _____ Proof of Formal Notice has been filed for any beneficiary who is receiving their full share under the Will

Supporting Documents:

- _____ Notice of Related Cases – Administrative Order 14-09
- _____ Copy of paid funeral bill (not required if decedent has been dead longer than 2 years)
- _____ Copy of death certificate for any deceased beneficiary
- _____ Oath of Witness to Will (if Will is not self-proving under Fla. Stat. § 732.503) - Fla. Stat. § 733.201
- _____ Notice of Trust (if applicable)
- _____ Affidavit of Heirs (Form E-7)

Proposed Orders submitted to courtMAP:

- _____ Order of Summary Administration – Fla. Stat. § 735.206
- _____ Order Admitting Will to Probate (Form E-1)

I HEREBY CERTIFY that I have complied with the above checklist and filed the required pleadings and supporting documentation on the date indicated above in accordance with applicable Florida Statutes, Florida Probate Rules, local rules, administrative orders, and administrative memoranda. I understand that submission of this checklist is considered an official statement subject to Fla. Stat. § 837.06.

Dated: _____

Attorney's Signature

Printed Name: _____

Bar Number: _____

Email Address(es): _____