

IN THE CIRCUIT COURT OF THE ELEVENTH JUDICIAL CIRCUIT, IN AND FOR MIAMI-DADE COUNTY, FLORIDA PROBATE DIVISION IN RE: ESTATE OF _____ Deceased.	CC-11
Case No.: _____ Section: _____	

Checklist and Certification – Attorney’s Fees - Estates

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:

Petition for Attorney’s Fees:

- _____ ☐ Petition to Pay Attorney’s Fee – Fla. Prob. R. 5.355; Fla. Stat. §733.6171
- _____ ☐ Notarized Waivers and Consents to petition by all *interested persons OR Proof of Formal Notice – Fla. Prob. R. 5. 355; Fla. Stat. §731.201(23); Fla. Stat. §733.6175 (*Includes all beneficiaries whose interest would be affected)

Supporting Documents

- _____ ☐ Detailed timesheets which include a summary of (hourly) fees and costs with separation of attorney and paralegal fees

OR

- _____ ☐ Executed retainer agreement (flat fee agreements)

Required Filings:

- | | |
|--|---|
| _____ ☐ Order Appointing Personal Representative and Letters of Administration have been entered. | |
| _____ ☐ Inventory – Fla. Stat. §733.604; Fla. Prob. R. 5.340 | |
| _____ ☐ Acceptance and Receipt of Depository <u>OR</u> | ☐ Depository not required as a bond was tendered |
| _____ ☐ Closing Statement for any real property that has been sold <u>OR</u> | ☐ No real property has been sold within the Estate |
| _____ ☐ Proof of Service of Notice of Administration - Fla. Prob. R. 5.240 | |

Proposed Order submitted to courtMAP:

- ☐ Order Paying Attorney’s Fees

I HEREBY CERTIFY that I have complied with the above checklist and filed the required pleadings and supporting documentation 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): _____