| IN THE CIRCUIT COURT OF THE ELEVENTH JUDICIAL CIRCUIT,<br>IN AND FOR MIAMI-DADE COUNTY, FLORIDA<br>PROBATE DIVISION<br>IN RE: ESTATE OF _____<br>deceased.<br>Case no.: _____<br>Section: _____ | **SH-03** |
|---|---|

**PETITION FOR SUMMARY ADMINISTRATION**
**(testate)**

Petitioner(s), _____, (Petitioner) alleges:
*[name(s) of petitioner(s)]*

1. Petitioner has an interest in the above estate as _____ of
*[relationship to decedent]*

the decedent. Petitioner's address is set forth below.

2. _____, the decedent, whose last known
*[name of decedent]*

address was _____,
*[decedent's last known address]*

and whose social security number is xxx-xx-_____, died testate on _____
*[Last 4 digits]* *[decedent's date of death]*

while domiciled in _____ County, _____.

3. So far as is known, the names of the beneficiaries of this estate, including the surviving spouse, if any, their addresses and relationships to the Decedent, and the year of birth of any who are minors, are: *[Make sure to include the information for the Petitioner(s)]*

| **NAME AND ADDRESS**<br>*[name and address of spouse/beneficiary]* | **RELATIONSHIP TO DECEDENT**<br>*[relation]* | **YEAR OF BIRTH**<br>***(if minor)*** |
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*Please attach additional pages at the end if you need more space.

4. Venue of this proceeding is in Miami-Dade County, Florida because: *[Check all that apply]*

☐ a. Decedent was domiciled in this county.

☐ b. Decedent owned property located in this county.

5. Domiciliary or principal proceedings ☐ are [or] ☐ are not pending in another state or county.

6. The decedent's Last Will and Testament dated _____, together with any
*[date Will was signed]*
codicil(s) of the decedent (if any) dated _____, was deposited with the Clerk of Court.
*[date codicil was signed]*
After the exercise of reasonable diligence, Petitioner is unaware of any other unrevoked wills or codicils of the decedent.

7. Petitioner is entitled to summary administration because: *[Check all that apply]*

☐ To the best of Petitioner's knowledge, the value of the estate subject to administration in this state, less the value of property exempt from the claims of creditors, does not exceed $75,000.

☐ The Decedent has been dead for more than two years.

☐ Decedent's will does not direct administration as required by Florida Statutes Chapter 733.

8. The following is a description of all assets in the estate and the estimated value of each, together with a separate description of any protected homestead and exempt property: ***[include the legal description, street address, and folio number for each parcel of real property.]***

| **DESCRIPTION OF ASSETS**<br>*[description of assets]* | **ESTIMATED VALUE**<br>*[value of assets]* |
|---|---|
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| | |
| | |
| | |
| **HOMESTEAD (EXEMPT) ASSETS** | |
| | |

Total _____

9. With respect to claims of creditors: *[check all that apply]*

☐ a. All creditor claims are barred as decedent died more than 2 years ago; or,

☐ b. A diligent search and reasonable inquiry for any known or reasonably ascertainable creditors has been made and *[check one of the following]*:

☐ The estate is not indebted; or,

☐ The estate is indebted, and the name and address of each creditor, the nature of the debt, the amount of the debt, whether the amount is estimated or exact, and when the debt is due, are set forth on the attached schedule.

10. Petitioner proposes the following schedule of distribution of all probate assets and the person to whom each asset is to be distributed:
*[Exempt assets are to be distributed by separate order only. Do not include exempt assets here.]*

| **NAME** *[name of beneficiary]* | **ASSET** *[asset]* | **SHARE or AMOUNT** *[share or value]* |
|---|---|---|
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WHEREFORE, the Petitioner waives notice of hearing and requests that the decedent's last will and codicils, if any, be admitted to probate and an order of summary administration be entered directing distribution of the assets in the estate in accordance with the schedule set forth in paragraph 10 of this Petition.

Petitioner acknowledges that any known or reasonably ascertainable creditor who did not receive notice of this petition, and for whom provision for payment was not made, may enforce the claim and, if the creditor prevails, shall be awarded reasonable attorneys' fees as an element of costs against those who joined in the petition. The recipients of the Decedent's property under the order of summary administration shall be personally liable for a pro rata share of all lawful claims, but only to the extent of the value received by each recipient.

_____ _____

Signature of Petitioner | Date

_____ _____

Printed Name of Petitioner | Email Address

_____ _____

Petitioner's Address | Petitioner's Telephone Number

| | |
|---|---|
| _____ | _____ |
| Signature of Petitioner | Date |
| _____ | _____ |
| Printed Name of Petitioner | Email Address |
| _____ | _____ |
| Petitioner's Address | Petitioner's Telephone Number |

*[The Petition must be signed and verified by the surviving spouse, if any, and any beneficiaries except joinder in or consent to the Petition is not required of a beneficiary who will receive full distributive share under the proposed distribution. Any beneficiary and any known or reasonably ascertained creditor not joining or consenting, must receive formal notice of the Petition. See §735.203(1), Fla. Stat. (2010); see also Fla. Prob. 5.530(12)(a)]*

## ***Schedule of Creditors***

| CREDITOR NAME AND ADDRESS | NATURE | AMOUNT | DUE DATE |
|---|---|---|---|
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