

**Montgomery County Circuit Court**  
**Erica W. Williams, Clerk**

**Decedent's Name** \_\_\_\_\_  
**Date of Death** \_\_\_\_\_

Was the deceased a **Montgomery County** resident?

**Yes: Continue**

**No: Proper Jurisdiction?**

List of Assets and Estimated Values:

(Includes assets that are in decedents name only, **NOT** assets that were jointly owned or have beneficiaries)

List of Heirs (**NOT** beneficiaries): Please include Names, Address, and Age

Have you obtained the Death Certificate?

**Yes: Make a copy**

**No: You have to obtain a copy before the appointment**

**Is there a Will?**

**Yes**

**No**

- Do you have the original?

**Yes: Make a copy**

**No: You need the original before the Appointment.**

-Who will qualify as Administrator?

**Name, Address, & Phone**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Who is named the Executor?

**Name, Address, & Phone**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Waivers of Qualification?**

**\*Probates are by appointment ONLY\***

Please Contact the probate division at **540-382-5760 option 4**

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