

**IN THE CIRCUIT COURT OF THE EIGHTH JUDICIAL CIRCUIT
IN AND FOR _____ COUNTY, FLORIDA**

IN RE: THE ESTATE OF _____ **CASE NUMBER:** _____
_____, **Probate Division**

Deceased.

PETITION FOR SUMMARY ADMINISTRATION

Intestate (No Will) _____ or Testate (Will) _____
[If the deceased left a will, the original will must be filed with the petition]

1. Petitioner(s), _____ states:

2. Petitioner's address and phone number are:

3. Petitioner's relation to the decedent: _____

4. Decedent's address was: _____

5. Decedent's age was _____ on Decedent's date of death _____

6. Decedent was domiciled in _____ County at the time of death.

7. Decedent's Beneficiaries: their names, addresses, and age (DOB if minor).

Name	Address	Relationship to Decedent	Age and DOB if minor

An Affidavit of Heirs must be filed along with the petition.

8. Venue is in Alachua County because: _____

9. The estate qualifies for summary administration because:

a. _____ The value of the estate, less than the value of the property exempt from claims of creditors, is less than \$75,000, OR

b. _____ The Decedent has been dead for more than 2 years.

10. Proceedings concerning Decedent's estate _____ are or _____ are not pending in another state or country. If Proceedings are pending, the name and address of the personal representative / executor and the court in which the proceedings are pending are:

11. According to Petitioner's best knowledge, information, and belief, Decedent left the following property:

a. Personal Property (Cash and Tangible Property)

Asset	Value

For any bank account, insurance accounts, or other financial assets, you must provide a recent statement reflecting on the current value.

b. Real Property (Legal Description, Physical Address, and Parcel Number)

Please also attach a deed or other complete legal description of property. Please note that property appraiser's records generally will not include a full legal description.

12. With respect to the claim of creditors *[check any that apply]*

a. _____ Creditor claims are barred because the decedent has been dead for more than 2 years or the publication period has expired

OR

b. _____ The Petitioner has made a diligent search and reasonable inquiry for any known or reasonably ascertainable creditors. To the extent known to petitioner, the names and addresses of all known or reasonably ascertainable creditors of decedent, with the amounts owing to each of the creditors respectively, are as follows:

Name of Creditor	Address of Creditor	Amount of Debt	Has full payment been made to the Creditor? If so, by whom?

Formal notice of the petition must be served on the creditors listed above by certified mail and file proof of service with the court.

OR

c. _____ The Petitioner has made a diligent search and reasonable inquiry for any known or reasonable ascertainable creditors and the estate is not indebted.

1. WHEREFORE, Petitioner(s) requests to distribute the estate as follows:

Name	Asset / Property	Share or Amount

All interested parties must either 1) sign the petition and have their signature notarized, 2) sign a joinder, waiver and consent, or 3) be served formal notice and proof of notice filed with the court. Add additional pages as needed.

2. Petitioner acknowledges that the recipients of the decedent’s property under this Order of Summary Administration shall be personally liable for a pro rata share of all lawful claims against the estate of the decedent, but only to the extent of the value of the estate of the decedent actually received by each recipient, exclusive of the property exempt from claims of creditors under the constitution and statutes of Florida. Any known or reasonably ascertainable creditor who did not receive notice and for whom provision for payment was not made may enforce the claim, and if the creditor prevails, shall be awarded reasonable attorney’s fees as an element of costs against those who joined in the petition.

BEFORE YOU SUBMIT THIS FORM HAVE YOU:

- Included an original or a certified copy of the Death Certificate?**
- Completed the Affidavit of Heirs?**
- Completed Joinder/Waivers for all interested parties or had them sign this petition?**
- For any real property, included a deed showing the property was owned by the deceased with a full legal description?**
- For all other assets, included a complete recent statement?**

Signatures on next page...

Under penalties of perjury, I declare that I have read the foregoing Petition for Summary Administration, and the facts alleged therein are true, to the best of my knowledge and belief. (Attach additional pages as necessary).

Petitioner 1 Signature Printed Name Date

STATE OF _____
COUNTY OF _____

The foregoing instrument was sworn to, subscribed and acknowledged this ____ day of _____, 20____, by _____, who is () personally known to me or () produced _____ as identification.

Notary or Deputy Clerk

Petitioner 2 Signature Printed Name Date

STATE OF _____
COUNTY OF _____

The foregoing instrument was sworn to, subscribed and acknowledged this ____ day of _____, 20____, by _____, who is () personally known to me or () produced _____ as identification.

Notary or Deputy Clerk

Petitioner 3 Signature Printed Name Date

STATE OF _____
COUNTY OF _____

The foregoing instrument was sworn to, subscribed and acknowledged this ____ day of _____, 20____, by _____, who is () personally known to me or () produced _____ as identification.

Notary or Deputy Clerk