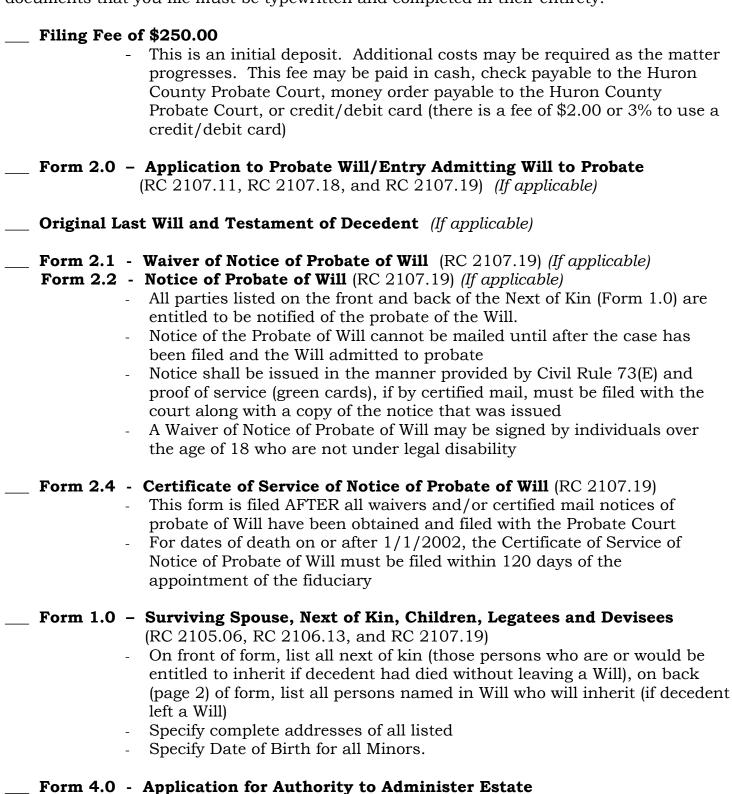
CHECKLIST OF DOCUMENTS TO INITIATE A FULL ADMINISTRATION OF AN ESTATE

These instructions are being provided as a public service of the Huron County Probate Court, and are intended as a guideline only, not as a comprehensive list of duties. The documents that you file must be typewritten and completed in their entirety.



(RC 2109.02 and RC 2109.07)

•	Acceptance (RC 2109.02, RC 2109.30, and RC 2109.301) Complete name of decedent at top, read, sign, and date the form
	Fiduciary's Bond (RC 2109) (If applicable) A bond is required by all fiduciaries (including surviving spouse in the control of

- A bond is required by all fiduciaries (including surviving spouse if he/she is not entitled to the entire net proceeds of the estate) unless the decedent's Will requests that no bond be required, the applicant is a trust company duly qualified in Ohio, or the applicant is the decedent's next of kin and entitled to the entire net proceeds of the estate and there is not a Will
- Bond must be executed by the applicant (principal) and the surety company prior to filing with the Court. A copy of the surety's power of attorney must be attached to the bond form
- The bond shall be in a sum not less than double the probable value of the personal property and income

Form 4.3 - Waiver of Right to Administer (RC 2113.07) (If applicable)

- The surviving spouse and all next of kin with an equal or greater right to administer the estate may sign a waiver of right to administer, unless the applicant is named to serve in the Will. If unable or unwilling to obtain the waivers, a non-oral hearing will be set and the Court will notify parties that did not waive by certified mail
- Form 2.1 Waiver of Notice of Probate of Will (RC 2107.19) (If applicable)
 - All parties listed on the front and back of the next of kin form shall waive notice or be served notice (Form 2.2) of the probate of Will. If a party has not signed a waiver, the applicant shall serve notice (Form 2.2) and file proof of service (green cards from certified mail) and a copy of the notice attached with the Probate Court. Notice would not be given until after the Will was probated.

IF YOU CHOOSE TO REPRESENT YOURSELF AND USE THE COURT'S FORMS, PLEASE BE ADVISED THAT STATE LAW PROHIBITS EMPLOYEES OF HURON COUNTY PROBATE COURT FROM PROVIDING YOU WITH LEGAL ADVICE OR ASSISTING YOU IN THE SELECTION OR PREPARATION OF LEGAL FORMS. IF YOU NEED ADDITIONAL ASSISTANCE, YOU WILL NEED TO CONTACT AN ATTORNEY OF YOUR CHOOSING.