



Register of Wills

OPENING OF ESTATE CHECKLIST

Please make sure that all items on this checklist are submitted and forms are completed fully. If items/information are missing, your documentation will not be accepted.

- ☐ Original *Certified* Death Certificate
- ☐ Original Last Will and Testament, if applicable.
- ☐ Original Codicil to the Last Will and Testament, if applicable.
- ☐ Apostille, if applicable *(required for documents issued in any country other than the United States).*
- ☐ Renunciations, if applicable *(required if the person entitled to act as personal representative wishes to give up there right to do so).*
- ☐ Case Information Sheet *(attorneys, upload the saved fillable form, not a scanned copy).*

Additional Documentation Required for Attorneys only:

- ☐ Opening Petition
- ☐ Rule 190 (petition and affidavit)
- ☐ Power of Attorney (if PR is an out of state resident)
- ☐ Trust Inquiry, if applicable
- ☐ Will Search Affidavit, if applicable

Most of these forms can be found on our website in our Forms Library