

WASHTENAW COUNTY TRIAL COURT



Darlene A. O'Brien
Probate Court Judge

101 E. Huron Street, PO Box 8645
Ann Arbor, MI 48107-8645
(734) 222-3072

Robert Carbeck
Probate Register

Laurynn Mancini
Deputy Probate Register

Small Decedent Estate under \$25,000 (asset limit will vary depending on date of death)

When filing a petition in Probate Court you must prepare the forms and proposed orders listed below before your petition will be routed for review. Please visit our website for more detailed information regarding small estates at: <http://www.washtenaw.org/1205/Small-Estates>.

All forms and State Court Administrative Office approved orders are available at:
www.courts.mi.gov.

Forms can be filed via email to probate@washtenaw.org. There is in-person filing available via the clerk's office or drop box available Monday-Friday from 8:00 am to 4:30 pm (excluding holidays). Filings can also be mailed to the address above.

Required Forms:

- PC 556M – Petition for Assignment
- PC 556O - Order for Assignment
- MC 97 – Protected Personal Identifying Information
- PC 565 – Testimony to Identify Heirs and Devisee Heirs
- Funeral Home Bill – if paid, please indicate who paid it
- Death Certificate
- Original Will and Codicil, if any

If applicable:

- PC 566 - Supplemental Testimony to Identify Non-heirs Devisees

There is a \$25 filing fee that must be paid or waived at the time of filing. If you require a fee waiver, please file form MC 20 – Fee Waiver Request. An inventory fee is calculated based on assets and must be paid at the time the petition is filed – this fee cannot be waived. The certification fee for the signed order is \$11.00 per certified copy. Certified copies will not be released until the fee is paid. Please note all transactions are final. There are no refunds for fees paid regardless of the outcome.

This information is not intended to be a substitute for legal advice. Although an attorney is not required, it is highly recommended that you consult an attorney. Court staff are not able to provide legal advice.

Members of the Washtenaw County Bar Association (WCBA) who specialized in probate matters are available to answer questions at no cost on the first Wednesday of the month from 11:00 a.m. to 1:00 p.m. Registration is required for a 20-minute session. You may register by contacting the WCBA office at 734-996-3229. The WCBA also has a Lawyer Referral and Information Service if you are interested in hiring an attorney.

Other legal resources: Michigan Legal Help Website: <http://michiganlegalhelp.org>; Legal Resource Center's Phone Number: 734-994-0160