

Informal Probate (With A Will)



Use these forms and instructions only if the following factors apply to your situation:

- You are related to the person who died or you have a legal interest in the person's property
- The person had a will
- The person has been dead for less than three years
- No prior probate or administration proceeding was started in Minnesota
- You want to file court papers to have someone appointed to administer the estate of the person who died

If you are not sure that these forms and instructions apply to your situation, see a lawyer for help.

INFORMAL PROBATE (WITH A WILL)

What to do before you come to court to file anything:

1. Determine if the person who died has been dead for less than three years.
2. Determine if a probate or administration proceeding was previously started in Minnesota and if any Demands for Notice have been filed.
3. Decide if you are an appropriate person to sign and submit the Application. To do this, read the Application and other forms in this packet, it will help you know what the law requires.
4. Complete the Application. It is very important that the Application be completed thoroughly and accurately. You must accurately list all of the heirs and devisees of the person who died.
5. Complete the following documents. (NOTE: Leave the dates and signatures blank. These will be filled in by the Registrar when you file the papers with the Probate Court.):
 - Statement of Informal Probate of Will and Order of Informal Appointment of Personal Representative
 - Notice of Informal Probate of Will and Appointment of Personal Representative and Notice to Creditors
 - Acceptance of Appointment and Oath by Individual (a court deputy can notarize your signature when you come to court)
 - Letters Testamentary
6. Make a copy of the completed forms for your own records.
7. Call the Registrar at **(651) 266-8148** to arrange an appointment.

What to do when you come to court:

1. Bring the original of the following documents to the Probate Court for filing:
 - Application for Informal Probate of Will and for Informal Appointment of Personal Representative
 - Original Will
 - Statement of Informal Probate of Will and Order of Informal Appointment of Personal Representative
 - Notice of Informal Probate of Will and Appointment of Personal Representative and Notice to Creditors
 - Acceptance of Appointment and Oath by Individual
 - Letters Testamentary

2. The filing fee must be paid at the time of filing. A personal check will be accepted with proper identification, or it can be paid with a credit card (VISA or Mastercard only).
3. If all is in order, the Registrar will approve the Application and give (or send) you a copy of the completed Notice of Informal Probate of Will and Appointment of Personal Representative and Notice to Creditors.

Send Notice of the Probate and Appointment:

1. After the Registrar completes and signs the Notice of Informal Probate of Will and Appointment of Personal Representative and Notice to Creditors, you must make copies of it and mail a copy to each of the heirs, devisees and all other interested parties you listed on your Application.
2. These copies must be mailed to the heirs, devisees and all other interested parties before the Registrar can issue the Letters Testamentary.
3. Complete the Affidavit of Mailing in this packet and file it with the Probate Court. (Remember to have your signature notarized.)

Arrange for Publication:

1. Determine if you or the Registrar will make arrangements for publication of the Notice of Informal Probate of Will and Appointment of Personal Representative and Notice to Creditors.
2. Publication must be made once a week for two consecutive weeks in a legal newspaper in the county. Proof of Publication or an Affidavit of Publication must be filed with the Court Administrator before the Registrar can issue the Letters Testamentary.
3. You are responsible for paying the newspaper for publication costs.

What Happens Next:

1. The Registrar will sign the Letters Testamentary after the Acceptance of Appointment and Oath by Individual, Affidavit of Mailing, and Proof of Publication (or Affidavit of Publication) are filed with the Court Administrator.
2. You will probably need one or more certified copies of the Letters Testamentary to prove that you have the authority to administer the estate of the person who died. You will need to ask the Court Administrator for a certified copy. There is a charge for each certified copy.
3. The Court does not supervise the administration of informal probate proceedings. However, it is still the responsibility of the personal representative to prepare and mail the inventory and final account and otherwise comply with the law for administration of the estate and distribution of assets.

Examples of Negative Allegations For Decedents Dying AFTER DECEMBER 31, 1995

- Example 1** "Where only the spouse survives the application should state 'that the decedent left no surviving issue, natural or adopted, legitimate or illegitimate.'"
- Example 2** "Where only children survive, the application should state 'that the decedent left surviving no spouse; no children, natural or adopted, legitimate or illegitimate, other than herein named; and no issue of any deceased children.'"
- Example 3** "Where the spouse and children survive, the application should state 'that the decedent left surviving no children, natural or adopted, legitimate or illegitimate, other than herein named and no issue of any deceased children.'"
- Example 4** "Where only brothers or sisters of decedent survive, the application should state 'that the decedent left surviving no spouse; issue; parents; brothers or sisters; other than herein named; and no issue of deceased brothers or sisters.'"
- Example 5** "Where only grandparents survive, the application should state 'that the decedent left surviving no spouse; issue; parents; brothers or sisters or issue thereof; and no paternal grandparent other than herein named; and no maternal grandparent other than herein named.'"
- Example 6** "Where the nearest surviving descendants of the paternal grandparents are first cousins; and the nearest surviving descendants of the maternal grandparents are first cousins once removed, the applications should state:
'that the decedent left surviving no spouse; issue; parents; brothers or sisters or issue thereof; grandparents; aunts or uncles; and no paternal first cousins other than herein named; and no maternal first cousins once removed other than herein named.'"

In all cases, the application should state either:

- (a) That all heirs-at-law survived the decedent for 120 hours or more; or
- (b) That all the heirs-at-law survived the decedent for 120 hours or more except the following: (name or names).

In all cases where a spouse and children survive, the application should state either:

- (a) That all of the issue of either the decedent or the decedent's surviving spouse are common to both of them; or
- (b) That one or more of the issue of either the decedent or the decedent's surviving spouse are not common to both of them.

STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of

APPLICATION FOR INFORMAL PROBATE OF
WILL AND FOR INFORMAL APPOINTMENT
OF PERSONAL REPRESENTATIVE

_____,
Decedent

I, _____, state:

1. My address is: _____.

2. I am an interested person as defined by Minnesota law because I am:

_____.

3. Decedent was born on _____, at (city, state) _____.

4. Decedent died on _____, at (city, state) _____
and at least 120 hours, but not more than 3 years (except as permitted by Minn. Stat. 524.3-108), have
elapsed since Decedent's death.

5. Decedent's domicile at the time of death was in Ramsey County, State of Minnesota, at (address):

_____.

6. The names and addresses of Decedent's spouse, children, heirs, devisees and other persons interested in this
proceeding so far as known or ascertained with reasonable diligence by the Applicant are:

Name and Mailing Address	Familial Relationship AND Legal Interest (List all)	Birth Date of Minors
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(Attach separate schedule, if necessary)

7. Negative Allegation Statement [see Minn. Gen. R. Prac. 408(a)]:

8. All persons identified as heirs have survived the Decedent by at least 120 hours, except for:

9. (Check appropriate boxes):

- Decedent left no surviving spouse.
- Decedent left no surviving issue.
- All issue of Decedent are issue of Decedent's surviving spouse.
- There are issue of the Decedent that are not issue of the surviving spouse.
- There are issue of the surviving spouse who are not issue of the Decedent.

10. Venue for this proceeding is in this County of the State of Minnesota because:

- The Decedent was domiciled in this County at the time of death and was the owner of property located in the State of Minnesota.
- or
- Though not domiciled in the State of Minnesota, the Decedent was the owner of property located in this county at the time of death.

11. I estimate the Decedent's assets and indebtedness are as follows:

Probate Assets		Non-Probate Assets	
Homestead	\$ _____	Joint Tenancy	\$ _____
Other Real Estate	\$ _____	Insurance	\$ _____
Cash	\$ _____	Other	\$ _____
Securities	\$ _____		
Other	\$ _____		
Approximate Indebtedness		\$ _____	

12. There is no personal representative of the Decedent appointed in Minnesota or elsewhere whose appointment has not been terminated.

- 13. I have not received a demand for notice and am not aware of any demand for notice of any probate or appointment proceeding concerning the Decedent that may have been filed in Minnesota or elsewhere.
- or
- Proper notice has been given to those persons who have filed demand for notice.

14. Decedent's Will is comprised of the following:

- Last will dated _____.
- Codicils dated _____.
- Separate writings under Minn. Stat. 524.2-513 dated _____.
- The will refers to a separate writing but none has been found.

15. To the best of my knowledge and belief, the Will has been validly executed.
16. Having conducted a reasonably diligent search, I am unaware of any instrument revoking the Will or of any other unrevoked testamentary instrument.
17. The documents comprising the Will:
- accompany this Application.
 - are in the Court's possession.
 - have been probated elsewhere and an authenticated copy of the Will and statement or order probating the same accompany this Application.
18. The Will nominates _____ as personal representative.
- The nominated personal representative is willing to serve and is not disqualified.
- or
- The nominated personal representative is unable or has declined to serve. _____ has priority to serve as personal representative because _____ and is willing to serve and is not disqualified.
19. The Will specifies: No Bond Minimum bond \$ _____ bond Unspecified.
20. The Will specifies: informal/unsupervised administration administration not specified.

WHEREFORE, I request the Registrar informally:

1. Enter a statement probating the Will.
2. Enter an order appointing _____ as Personal Representative, with no bond, in an unsupervised administration;
3. Issue Letters Testamentary to _____; and
4. Grant such other relief as may be proper.

Under penalties for perjury, I declare or affirm that I have read this document and I know or believe its representations are true and complete.

Dated: _____

Signature of Applicant

<p>Attorney for Applicant:</p> <p>Name: _____</p> <p>Firm Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>_____</p> <p>Attorney License No.: _____</p> <p>Telephone: _____</p> <p>Fax: _____</p> <p>Email: _____</p>
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STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of

_____,
Decedent

ACCEPTANCE OF APPOINTMENT
AS PERSONAL REPRESENTATIVE
AND OATH BY INDIVIDUAL

STATE OF MINNESOTA

COUNTY OF _____

} ss.

I, _____, residing at: _____

as a condition to receiving letters as Personal Representative in this Estate, (1) accept the duties of the office, (2) agree to be bound by the provisions of the statutes relating to the office, (3) submit to the jurisdiction of the Court in any proceeding relating to this Estate, and (4) swear that I will faithfully perform all duties of the office that I now assume to the best of my ability.

Dated: _____

Signature

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

Signed and sworn to (or affirmed) before me on _____ by _____.

Signature of Notary Public or Other Official

Attorney for Applicant:

Name: _____

Firm Name: _____

Address: _____

Attorney License No.: _____

Telephone: _____

Fax: _____

Email: _____

STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of _____,

Decedent

**NOTICE OF INFORMAL PROBATE OF WILL
AND APPOINTMENT OF PERSONAL
REPRESENTATIVE AND
NOTICE TO CREDITORS**

Notice is given that an application for informal probate of the Decedent's Will dated _____, and Codicil(s) to the Will, dated _____, and Separate Writing(s) under Minn. State. 524.2-513 dated _____ ("Will"), has been filed with the Registrar. The application has been granted.

Notice is also given that the Registrar has informally appointed _____, whose address is _____, as personal representative of the Estate of the Decedent. Any heir, devisee or other interested person may be entitled to appointment as personal representative or may object to the appointment of the personal representative. Unless objections are filed with the Court (pursuant to Minn. Stat. 524.3-607) and the Court otherwise orders, the personal representative has full power to administer the Estate, including, after 30 days from the date of issuance of letters, the power to sell, encumber, lease or distribute real estate.

Any objections to the probate of the Will or appointment of the Personal Representative must be filed with this Court and will be heard by the Court after the filing of an appropriate petition and proper notice of hearing.

Notice is also given that (subject to Minn. Stat. 524.3-801) all creditors having claims against the Estate are required to present the claims to the personal representative or to the Court Administrator within four months after the date of this Notice or the claims will be barred.

Dated: _____

Registrar

Dated: _____

Deputy Court Administrator

Attorney for Personal Representative: Name: _____ Firm Name: _____ Address: _____ _____ Attorney License No.: _____ Telephone: _____ Fax: _____ Email: _____
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STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of

STATEMENT OF INFORMAL PROBATE OF
WILL AND ORDER OF INFORMAL
APPOINTMENT OF PERSONAL
REPRESENTATIVE

Decedent

The Application for the Informal Probate of Will and Informal Appointment of Personal Representative, signed by _____, came before the Registrar on _____. The Registrar, having considered the Application, determines the following:

1. The Application is complete.
2. The Applicant has declared or affirmed that the representations contained in the Application are true to the best of Applicant's knowledge or belief.
3. The Applicant appears from the Application to be an interested person as defined by Minnesota law.
4. On the basis of the statements in the Application, venue in this County is proper.
5. Any notice required by Minnesota law has been given.
6. Decedent's Will is comprised of the following:
 - Last will dated: _____.
 - Codicil(s) dated: _____.
 - Separate writings dated: _____.
 - The Will refers to a separate writing but none has been found.
7. The documents comprising the Will:
 - are in the Registrar's possession.
 - have been probated elsewhere and an authenticated copy of the Will and statement or order probating the same accompanied the Application.
8. Decedent died on _____ and at least 120 hours, but not more than 3 years, (except as permitted by Minn. Stat. 524.3-108) have elapsed since Decedent's death.

9. (Check appropriate boxes):
- Decedent left no surviving spouse.
 - Decedent left no surviving issue.
 - All issue of Decedent are issue of Decedent's surviving spouse.
 - There are issue of the Decedent that are not issue of the surviving spouse.
 - There are issue of the surviving spouse who are not issue of the Decedent.
10. From the statements in the Application, the person appointed below has priority and is entitled to be appointed personal representative, and is not disqualified to serve as personal representative.
11. The Will specifies: No Bond Minimum bond \$ _____ bond Unspecified.
12. The Will specifies: informal/unsupervised administration administration not specified.
13. The Application indicates that there is no personal representative appointed in this or another county of Minnesota whose appointment has not been terminated.
14. Decedent's heirs are as identified in the Application, or as follows:

IT IS ORDERED:

1. The Application is granted.
2. The Will is informally probated.
3. _____ is informally appointed as the personal representative of the Decedent's Estate, with _____ bond.
4. Upon filing any required bond and statement of acceptance and oath, letters testamentary will be issued.

Dated: _____

Registrar

STATE OF MINNESOTA

COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of

_____,
Decedent

LETTERS
 TESTAMENTARY
 OF GENERAL ADMINISTRATION

1. The Decedent died on _____.

2. _____ has been appointed
Personal Representative of Decedent's Estate in

- an unsupervised
- a supervised administration

and is now qualified to act as Personal Representative of the Estate and has authority to administer the Estate according to law.

(COURT SEAL)

Registrar

Date

STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of

**RENUNCIATION OF PRIORITY FOR
APPOINTMENT AND RIGHT TO NOMINATE
PERSONAL REPRESENTATIVE**

_____,
Decedent

I, _____, state:

1. My address is: _____.
2. I have priority under Minn. Stat. 524.3-203 for appointment as the Personal Representative of this Estate and/or a right to nominate the Personal Representative of this Estate because I am: _____.
3. I renounce any right for appointment as a Personal Representative of this Estate.
4. I renounce any right to nominate a Personal Representative of this Estate.

Under penalties for perjury, I declare or affirm that I have read this documents and I know or believe its representations are true and complete.

Dated: _____

Signature

Attorney for Applicant:

Name: _____

Firm Name: _____

Address: _____

City, State, Zip: _____

Attorney License No.: _____

Telephone: _____

Fax: _____

Email: _____

STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of

AFFIDAVIT OF MAILING

_____,
Decedent

STATE OF MINNESOTA

COUNTY OF _____

}

ss.

I, _____ (name), being first duly sworn on oath state that on _____ (date), at _____ (city and state where mailing), I mailed a copy of the attached **Notice of Informal Probate of Will and Appointment of Personal Representative and Notice to Creditors** to each person or entity named below by mailing a copy in a sealed envelope, postage prepaid, with the U.S. Postal Service as follows:

Name/Mailing Address

Dated: _____

Signature of Affiant

Notary Stamp or Seal (or other Title or Rank)

Signed and sworn to (or affirmed) before me on _____ (date) by _____, Affiant.

Signature of Notary Public or Other Official

STATE OF MINNESOTA

SECOND JUDICIAL DISTRICT

DISTRICT COURT

COUNTY OF RAMSEY

PROBATE DIVISION

Court File No. _____

Estate of

NOTICE TO COMMISSIONER OF HUMAN SERVICES REGARDING POSSIBLE CLAIMS UNDER MINN. STAT. §§ 246.53, 256B.15, 256D.16 OR 261.04

Decedent

TO THE COMMISSIONER OF HUMAN SERVICES:

1. Attached and served upon you pursuant to Minn. Stat. § 524.3-801, is a copy of the _____ (title of document) and Notice to Creditors which has been or will be published according to law in the above referenced matter.

(Instructions: Include all aliases and former names of the decedent and spouse(s) in paragraphs 2 and 3 and attach a copy of the Notice to Creditors).

2. <u>Decedent's Name</u>	<u>Date of Birth</u>	<u>Social Security Number</u>
_____	_____	_____

3. Decedent was married to the following spouse(s) who predeceased decedent:		
<u>Spouse(s)'s Name</u>	<u>Date of Birth</u>	<u>Social Security Number</u>
_____	_____	_____

4. This Notice is given pursuant to Minn. Stat. § 524.3-801 in case the decedent or a predeceased spouse of decedent might have received assistance for which a claim could be filed under one or more of the following Minnesota Statutes: § 246.53, 256B.15, 256D.16 or 261.04.

NOTE: Redact the Social Security numbers if filing this form with the County Recorder or Registrar of Titles.

Dated: _____

Personal Representative

Attorney for Personal Representative:
Name: _____
Firm Name: _____
Address: _____

Attorney License No.: _____
Telephone: _____
Fax: _____
Email: _____

STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of _____,

Deceased

AFFIDAVIT OF SERVICE OF NOTICE TO THE
COMMISSIONER OF HUMAN SERVICES
REGARDING POSSIBLE CLAIMS UNDER MINN.
STAT. §§ 246.53, 256B.15, 256D.16 OR 261.04

(reserved for recording data)

STATE OF MINNESOTA

COUNTY OF _____

} ss.

_____, being first duly sworn, on oath, says that on _____ (date), at _____ (City/State) I served a copy of the attached Notice upon the Commissioner of Human Services by mailing it in a sealed envelope, postage prepaid by depositing the same with the U.S. Postal Service, addressed to the **Commissioner of Human Services, Attention: Special Recovery Unit/Estate Notice, P.O. Box 64995, St. Paul, Minnesota 55164-0095.**

The real property affected by the Notice is located in Hennepin County, Minnesota, and is legally described as follows: _____

Check if part of all of land is Registered (Torrens)

NOTE: Attach Notice to Commissioner and redact the Social Security numbers if filing with the County Recorder or Registrar of Titles.

Dated: _____

Affiant

THIS INSTRUMENT DRAFTED BY:
Attorney for Personal Representative:
Name: _____
Firm Name: _____
Address: _____

Attorney License No.: _____
Telephone: _____
Fax: _____
Email: _____

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

Subscribed and sworn to before me on _____ (date)
by _____

Signature of Notary Public or Other Official

STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of

NOTICE TO SPOUSE AND CHILDREN
AND AFFIDAVIT OF MAILING

_____,
Decedent

TO: Surviving spouse and children of the Decedent.

This Notice is to advise you of your rights regarding the Estate of _____.
Under Minnesota law you, as surviving spouse or children of the Decedent, may have some or all of the rights summarized below.

Surviving Spouse:

1. The right to elect a percentage of the "augmented estate" which is provided under Minnesota Statutes 524.2-201 through 524.2-214. This right to elect is personal to the surviving spouse and must be made within 9 months after the date of the Decedent's death; except that for property subject to probate the election may be made within 6 months after the probate of the Decedent's Will; even if the 9 month period has already expired.
2. If the Decedent's Will was made prior to your marriage to the Decedent, the right to choose the intestate share of the Estate under Minnesota Statutes 524.2-301. This right has some limitations and exceptions.
3. The right, under Minnesota Statutes 524.2-402 to the entire homestead if the Decedent did not leave any surviving descendants or the right to a life estate if the Decedent left surviving descendants.
4. The right to allowances under Minnesota Statutes 524.2-403, which permits the surviving spouse the right to select:
 - a. Household furniture, furnishings, appliances, and personal effects not exceeding \$10,000, net of security interests, but subject to an award of sentimental value property under Minnesota Statutes 525.152; provided, however, if the encumbered property and the value in excess of security interests, plus that of other exempt property, is less than \$10,000, or if there is not \$10,000 worth of exempt property in the Estate, the surviving spouse is entitled to other personal property of the Estate, if any, to the extent necessary to make up the \$10,000 value; and
 - b. One automobile, if any, without regard to value.

5. The right to a family allowance from the Estate under Minnesota Statutes 524.2-404 of up to \$1,500 per month (or more if authorized by the court) for one year if the estate is insolvent or for 18 months if the Estate is solvent.

Minor Children of Decedent:

6. If the Decedent had an obligation to support you, the right to a family allowance from the Estate under Minnesota Statutes 524.2-404 of up to \$1,500 per month (or more if authorized by the court) for one year if the Estate is insolvent or for 18 months if the Estate is solvent.

Adult Children of Decedent:

7. If you were being supported by Decedent, the right to family allowance from the Estate under Minnesota Statutes 524.2-404 of up to \$1,500 (or more if authorized by the court) per month for one year if the Estate is insolvent or for 18 months if the Estate is solvent.

Minor and Adult Children of Decedent:

8. If there is no surviving spouse, the right to allowances under Minnesota Statutes 524.2-403:
 - a. Household furniture, furnishings, appliances, and personal effects not exceeding \$10,000, net of security interests, but subject to an award of sentimental value property under Minnesota Statutes 525.152; provided, however, if the encumbered property and the value in excess of security interests, plus that of other exempt property, is less than \$10,000, or if there is not \$10,000 worth of exempt property in the Estate, the children are entitled to other personal property of the Estate, if any, to the extent necessary to make up the \$10,000 value; and
 - b. One automobile, if any, without regard to value,

however, for Adult Children of the Decedent these allowances shall NOT have precedence over a claim under Minn. Stat. § § 246.53, 256B.15, 256D.16, 261.04 or 524.3-805, paragraph (a), clause (1), (2), or (3), nor shall a child have this allowance if the child has been intentionally omitted from Decedent's Will.

If you have any questions regarding interpretation of these statutes or the effect of these or other rights, please consult with an attorney of your own choice or the attorney for the Personal Representative. Copies of the statutes can be obtained at the local county law library or from the Personal Representative.

Dated: _____

Personal Representative

Attorney for Personal Representative:

Name: _____

Firm Name: _____

Address: _____

Attorney License No.: _____

Telephone: _____

Fax: _____

Email: _____

STATE OF MINNESOTA
COUNTY OF RAMSEY

SECOND JUDICIAL DISTRICT
DISTRICT COURT
PROBATE DIVISION

Court File No. _____

Estate of

AFFIDAVIT OF MAILING

_____,
Decedent

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

I, _____, being first duly sworn on oath state that on _____, at _____ (city, state), I mailed a copy of the attached **Notice to Spouse and Children** to each person or entity named below by mailing a copy in a sealed envelope, postage prepaid, with the U.S. Postal Service as follows:

Name/Mailing Address

Dated: _____

Affiant

Notary Stamp or Seal (or other Title or Rank)

Signed and sworn to (or affirmed) before me on _____ (date) by _____, Affiant.

Signature of Notary Public or Other Official

STATE OF MINNESOTA

SECOND JUDICIAL DISTRICT

DISTRICT COURT

COUNTY OF RAMSEY

PROBATE DIVISION

Court File No. _____

Estate of

**UNSUPERVISED
PERSONAL REPRESENTATIVE'S
STATEMENT TO CLOSE**

_____,
Decedent

STATE OF MINNESOTA

COUNTY OF _____

}

ss.

I, _____, the Personal Representative of the Estate, state that I (or a prior Personal Representative whom I have succeeded) have:

1. Published notice to creditors. The date of the notice was more than four months prior to the date of this statement.
2. Fully administered this Estate by making payment, settlement or other disposition of all claims which were presented, expenses of administration, estate and other taxes, except as specified in this statement.
3. Inventoried the assets of the Estate and distributed them to the persons entitled to them. Listed are all unpaid claims, expenses or taxes which remain undischarged (if none, so state; otherwise state in detail other arrangements which have been made to accommodate all outstanding liabilities): _____
4. Sent a copy of this statement to all distributees of this Estate and to all creditors or other claimants whose claims are neither paid nor barred and have furnished a full account in writing of this administration to the distributees whose interests are affected by the administration of this Estate.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

This statement is filed for the purpose of closing this Estate and terminating my appointment as Personal Representative of the Estate.

Dated: _____

Personal Representative

Notary Stamp or Seal (or other Title or Rank)

Signed and sworn to (or affirmed) before me on _____ by _____, Personal Representative.

Signature of Notary Public or Other Official

Attorney for Personal Representative:
Name: _____
Firm Name: _____
Address: _____

City, State, Zip: _____
Attorney License No.: _____
Telephone: _____
Fax: _____
Email: _____

NOTE: Appointment of the Personal Representative terminates one year following the filing of this statement with the court. Letters of appointment remain in full force and effect during that year.