

**Yavapai County
Self-Service Center**

**APPOINTMENT TO CONDUCT BUSINESS ON BEHALF OF A
DECEASED PERSON'S ESTATE**

INFORMAL PROBATE

**APPOINTMENT OF PERSONAL REPRESENTATIVE
AND ADMISSION OF WILL (if applicable)**

CHECKLIST:

Use the forms and instructions in this packet only if the following factors apply to your situation:

- ✓ You are related to a person who died or you have a legal interest in the person's property.
- ✓ The person either did or did not have a Will.
- ✓ The person died more than 120 hours (5 days) ago.
- ✓ You want to file court papers to be appointed the Personal Representative of the estate of the person who died.

READ ME: It is very important for you to know that when you sign a court document you may be helping or hurting your court case. Before you sign any court document or get involved with a court case, it is important that you see a lawyer to make sure you are doing the right thing.