

YAVAPAI COUNTY
Self-Service Center

**INSTRUCTIONS FOR COMPLETION OF
WAIVER OF FILING ACCOUNTING**

If you are a distributee or an heir in an estate, you may sign a Waiver of Filing Accounting, waiving the requirement for the Personal Representative to account to the court regarding the administration and distribution of the estate assets.

Complete the Waiver of Filing Accounting:

- To complete this document, either type the information or print it in black ink.
- The name of the Deceased must be entered in the case heading.
- The Case Number must be listed on the document. If you do not know the number, you can inquire at the Clerk's office or get it from the Personal Representative.
- Read through the entire document. You are swearing that the document contains accurate and truthful statements relative to the administration of the probate of the deceased person.

Body of Document:

- #1. A. Check this box if you received an accounting from the Personal Representative.
B. Check this box only if you received a document listing the proposed distribution.
List any other documents you received from the Personal Representative.

- #2. Your relationship to the person who died will be either an Heir or Devisee. Write in the appropriate description on line #2, as described below:

Heir - a person, including the surviving spouse and the state, who is entitled, under the statutes of intestate succession, to the property of a decedent, **OR**

Devisee - a person designated in a will to receive a devise (testamentary disposition of real or personal property).

- #3. **This statement must be true.** You are stating that you are waiving the requirement for the Personal Representative to account **to the court** regarding the administration and distribution of the estate assets. **If you do not wish to waive the requirement, DO NOT SIGN this document.**

The Personal Representative is required by A.R.S. §14-3933(A)(3) to **furnish a full account in writing of the personal representative's administration to the distributees whose interests are affected thereby**, including a guardian ad litem, appointed pursuant to A.R.S. § 14-1403(4), conservators and guardians.

- ✓ Sign the Waiver before a Notary Public.
- ✓ Make a copy of the document to have the court stamp for your records.
- ✓ Submit the Waiver to the Personal Representative, who will file the original with the Clerk of Superior Court.