

YAVAPAI COUNTY
Self-Service Center

INFORMAL PROBATE
CLOSING THE ESTATE OF THE PERSON WHO DIED

CHECKLIST

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

- ✓ You have been appointed the Personal Representative of the estate of a person who died; AND
- ✓ The person had a Will or did not have a Will; AND
- ✓ All business of the estate has been concluded and the estate assets have been transferred or distributed to the person(s) entitled to the distribution; AND
- ✓ You want to close the Estate and close the court case; AND
- ✓ At least four (4) months have passed since you were appointed Personal Representative, and at least four (4) months have passed since the date of the first publication to the Notice to Creditors. (See a lawyer to help with this if you do not know what circumstances, as described by A.R.S. § 14-3108, apply to the situation of the Estate of the deceased person.)

READ ME: It is very important 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.