

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

Lauryann Mancini
Deputy Probate Register

Decedent Estate Formal Proceedings

When filing a petition in Probate Court you must prepare the forms and proposed orders listed below before your petition will be scheduled for a hearing. Please visit our website for more detailed information regarding formal estates at: <http://www.washtenaw.org/1194/Formal-Estates>.

All forms and State Court Administrative Office approved orders are available at:
<https://www.courts.michigan.gov/SCAO-forms/>.

Please note, MC 97 and MC 97a are not required until January 2022. The identifying information requested on any forms listed below should be included on the form and is part of the public record. If you choose to file MC 97 or MC 97a the form is part of the public record.

Required Forms:

- PC 559 – Petition for Probate and/or Appointment of Personal Representative (Testate/Intestate)
- Death Certificate
- PC 565 – Testimony to Identify Heirs and Devisee Heirs
- PC 569 - Order of Formal Proceedings
- PC 571 – Acceptance of Appointment (signed)
- PC 572 – Letters of Authority for Personal Representative
- Will and codicil, if any
- PC 564 – Proof of Service of the Petition and Notice of Hearing on the Interested Parties (may be submitted up to the time of the hearing)

There is a \$175 filing fee that must be paid or waived at the time of filing. If you require a fee waiver, please file form MC20 – Fee Waiver Request. The certification fee for Letters of Authority for Personal Representative is \$12.00 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.

If applicable:

- PC 567 – Renunciation of Right to Appointment, Nomination of Personal Representative and Waiver of Notice
- PC 617 - Declaration of Intent to Give Notice by Publication
- PC 566 - Supplemental Testimony to Identify Non-heirs Devisees
- PC 561 – Waiver and Consent
- MC 97 – Protected Personal Identifying Information
- MC 97a – Addendum to Protected Personal Identifying Information

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 is not allowed to give legal advice.

Members of the Washtenaw County Bar Association who specialize in probate matters are available to assist you with preparing the forms and proposed orders at no charge to you, on the first Wednesday of the month from 11:00 am to 1:00 pm. Registration is required. You may register by contacting the Washtenaw County Bar Association at 734-996-3229.

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