

# Superior Court of the District of the Columbia

PROBATE DIVISION  
WASHINGTON, D.C. 20001

Estate of \_\_\_\_\_

Deceased

Administration No. \_\_\_\_\_ S.E.

## PETITION FOR ADMINISTRATION OF SMALL ESTATE

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

hereinafter, "petitioner," being a citizen of the United States, or, a lawfully admitted permanent resident thereof, of legal age, and not otherwise excluded from acting as personal representative pursuant to D.C. Code §20-303(b), shows:

1. \_\_\_\_\_, the decedent, a domiciliary of \_\_\_\_\_, residing at \_\_\_\_\_, died at \_\_\_\_\_ Place on \_\_\_\_\_ (with) (without) a will.

2. Petitioner is entitled to be appointed personal representative of the decedent's estate under, D.C. Code §20-303 for, the following reasons::

\_\_\_\_\_  
\_\_\_\_\_

3. The court has jurisdiction in this matter, because-

Decedent died domiciled in the District of Columbia

other, - **Please state basis for jurisdiction**

\_\_\_\_\_

4. There are no other proceedings regarding the administration of the estate except \_\_\_\_\_.

5. Petitioner has made a diligent search to discover, all property and debts of the decedent. All assets subject to administration in the District of Columbia do not exceed 15,000 in value, \$40,000 effective April 27, 2001.

6. Petitioner, has made a diligent search for wills and codicils of the decedent, and, to the best knowledge of the petitioner, the will dated \_\_\_\_\_ and codicils dated \_\_\_\_\_

accompanying this petition (is) (are) the decedent's last will and petitioner knows of no later will or, codicil, and said will and codicil(s), if any, came into petitioner's hands in the following manner \_\_\_\_\_

\_\_\_\_\_

7. All information required pursuant to D.C. Code §20-304(a) has been furnished except \_\_\_\_\_.

**The decedent is survived by – (please check appropriate boxes)**

- a.  Spouse  No spouse. Check appropriate box and go to b.
- b.  Children. If so stop here; if not, go to c.
- c.  Grandchildren. If so, stop here; if not, go to d.
- d.  Parents. If so, stop here; if not go to e.
- e.  Brothers and /or Sisters. If so, stop here; if not, go to f.
- f.  Nieces and /or Nephews. If so, stop here; if not, go to g.
- g.  Uncles and /or Aunts. If so, stop here; if not, go to h.
- h.  First Cousins. If so, stop here; if not, go to i.
- i.  Grandparents. If so, stop here; if not, go to J.
- j.  Other heirs. If non, go to k.
- k.  Notify Office of the Corporation Counsel, Special Litigation Section.  
Washington, D.C. 20001

Indicate, when applicable, grandchildren and nieces and nephews by family groups, by showing the name of their deceased parent who was related to the decedent.

**LIST OF INTERESTED PERSONS** must include names of heirs if decedent died intestate; heirs and legatees, including trustees and all named personal representatives if the decedent died testate. Refer to D.C. Code §19-301 through 312 and §20-101(d)(1). Add additional sheet if needed.

<u>Name of Heir/Legatee</u>	<u>Address</u>	<u>Relationship</u>	<u>'(Age, if under 18)</u>
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If under age or otherwise legally disabled, also list guardians or custodian pursuant to D..C. Code §20-101(d)(A)

**WITNESS TO WILLS/CODICILS ( Names)**

**Character, Location and Estimated Value of Property tided in decedent's name:**

**Estimated Value**

**Real Property** located in the District of Columbia and other jurisdictions

Total \$

**Personal Property** located in the District of Columbia and other jurisdictions

Total \$

**Debts, Funeral Expenses, Inheritance, Taxes**

Debts secured:

Total \$

Debt, unsecured:

Total \$

Funeral Expenses:

Paid by- \_\_\_\_\_  
name

Total \$

Unpaid

Total \$

Inheritance taxes (if the decedent died prior to April 1, 1987)

only on personal property under control of personal representative

Total \$

**WHEREFORE**, the petitioner prays for appointment as personal representative of he decedent's estate and that the will dated \_\_\_\_\_ and codicil(s) dated \_\_\_\_\_

be admitted to probate and record, and that the additional relief be granted

\_\_\_\_\_  
\_\_\_\_\_

**DECLARATION OF PETITIONER**

I do solemnly declare and affirm under the penalty of law that the contents of the forgoing petition are true and correct to the best of my knowledge, information and belief.

\_\_\_\_\_  
Signature of Petitioner (Tel No.) Signature of Petitioner (Tel No.)

\_\_\_\_\_  
Signature of Petitioner, (Tel No.) Signature of Petitioner, (Tel. No.)

**ACCEPTANCE AND CONSENT OF EACH PERSONAL REPRESENTATIVE**

I do hereby accept the duties of the office of personal representative of the estate of \_\_\_\_\_ deceased, and consent to personal jurisdiction in any action brought in the District of Columbia against me as personal representative or arising out of the duties of the office of personal representative pursuant to D.C. Code §20-501.

\_\_\_\_\_  
Signature of Petitioner Signature of Petitioner,

**POWER OF ATTORNEY**

To be executed By Each Non-resident Personal Representative

Pursuant to D.C. Code §20-303(b)(7), I do hereby irrevocably appoint the Register and Successors in office as the person upon whom all notices and process issued by a competent court in the District of Columbia may be served with the same effect as personal service in relation to all suits or matters pertaining to the estate in which the letters are to issue.

\_\_\_\_\_  
(Name) (Address)

\_\_\_\_\_  
(Name) (Address)