

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA
PROBATE DIVISION

_____ SEB _____
(Linked to _____ WIL _____)

Estate of _____

_____ Deceased _____

PETITION FOR ADMINISTRATION OF SMALL ESTATE

| | | |
|------|-----|---------|
| Name | Age | Address |
| | | |
| Name | Age | 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, sec. 20-303(b), shows:

1. _____, the decedent, a domiciliary of _____, residing at _____, died at _____ on _____
Place Date

(with)(without) a will.

2. Petitioner is entitled to be appointed personal representative of the decedent's estate under, D.C. Code sec. 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 \$40,000.00, 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 codicil(s) dated _____ accompanying this petition (is)(are) the decedent's last will and petitioner knows of no later will or codicil(s), 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, sec. 20-304(a) has been furnished except _____

The decedent was survived by - (please check appropriate boxes)

- a. Spouse/Domestic Partner. No Spouse/Domestic Partner. Check appropriate box and go to b.
- b. Children. Descendants of predeceased children. If so, stop here; if not, go to c.
- c. Grandchildren. Descendants of predeceased 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. Descendants of predeceased brothers and/or sisters. If so, stop here; if not, go to f.
- f. Nieces and/or Nephews. Descendants of predeceased 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 none, go to k.
- k. Notify Office of the Attorney General, Chief of the Civil Enforcement Section, 400 6th St., NW, Washington, DC 20001.

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, secs. 19-301 through 312 and sec. 20-101(d)(1). If under age of 18 or an adult who is legally disabled, also list as an interested person the judicially appointed guardian, conservator or committee for such person. If no judicially appointed representative exists, then list the parent or custodian or an attorney-in-fact, if any, for such person (subject to the terms of the power of attorney), or any other person with legal authority to act for such disabled person.

Note: If each trustee is also a petitioning party or acting personal representative, list all beneficiaries under trust. Refer to D.C. Code, sec. 20-101(g). Any creditor of the decedent, including those persons whose rights accrue at the time of death, who has timely presented a claim in excess of \$500 that has not been barred or discharged is also an interested person. Petitioner(s) should update list of interested persons or creditors with claims in excess of \$500 as they become known.

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

Sample:

Joe Petitioner

1234 Hexagon Street, N.W.
Washington, D.C. 20000

Son/heir/legatee/petitioner

| Interested persons | Address | Relationship (Age, if under 18) |
|--------------------|---------|---------------------------------|
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(Use continuation sheet, if necessary)

WITNESS TO WILLS/CODICILS (Names)

Character, Location and Estimated Value of Property Titled 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 _____
(Insert name)

Total \$ _____

Unpaid _____

Total \$ _____

If the decedent died prior to April 1, 1987, inheritance taxes
only on personal property under control of personal representative

Total \$ _____

WHEREFORE, the petitioner(s) pray(s) for appointment as personal representative(s) of the 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 penalty of law that the contents of the foregoing 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, sec. 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, sec. 20-303(b)(7), I do hereby irrevocably appoint the Register of Wills 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.

Signature of Petitioner Address

Signature of Petitioner Address