

**PROBATE COURT OF LUCAS COUNTY, OHIO  
JACK R. PUFFENBERGER, JUDGE**

ESTATE OF \_\_\_\_\_, DECEASED

CASE NO. \_\_\_\_\_

**NEW CASE INFORMATION STATEMENT**

- THE UNDERSIGNED CERTIFIES THAT THE WILLS ON DEPOSIT HAVE BEEN EXAMINED AND NO LATER WILL WAS FOUND ON DEPOSIT FOR THIS DECEDENT.
- WILL DEPOSITED IN THIS COURT ON \_\_\_\_\_ IS HEREBY WITHDRAWN AND ATTACHED HERETO.

\_\_\_\_\_  
DEPUTY CLERK, PROBATE COURT

**ATTORNEY OF RECORD TO COMPLETE THE FOLLOWING SECTION**

THE UNDERSIGNED CERTIFIES THAT THIS CASE  IS,  IS NOT RELATED TO ANY CASE NOW PENDING IN ANY JUDICIAL SYSTEM.

CASE NUMBER OF RELATED CASE \_\_\_\_\_

DESCRIPTION AND JURISDICTION OF RELATED CASE \_\_\_\_\_

**PLEASE CHECK ONE OF THE FOLLOWING:**

- ESTATE OR RELIEF FILED HEREWITH  WILL ONLY  TAX ONLY  REAL ESTATE ONLY
- ESTATE OR RELIEF EXPECTED TO BE FILED ON OR BEFORE \_\_\_\_\_
- OTHER \_\_\_\_\_

**PLEASE CHECK ONE OF THE FOLLOWING REGARDING CITATION TO THE SURVIVING SPOUSE:**

- DATE OF DEATH IS ON OR AFTER JANUARY 1, 2002, CITATION TO SURVIVING SPOUSE TO ISSUE

**FOR DATES OF DEATH PRIOR TO JANUARY 1, 2002**

- SPOUSE IS SOLE BENEFICIARY, CITATION IS UNNECESSARY
- SPOUSE IS NOT SOLE BENEFICIARY, PLEASE ISSUE A CITATION
- NO SURVIVING SPOUSE
- NO WILL FILED FOR PROBATE
- CITATION TO SPOUSE IS TO BE ISSUED AT REQUEST OF ATTORNEY OF RECORD

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**STATEMENT OF PERMANENT ADDRESS**

**The following address is my permanent address. I understand that I am required to notify the Court of any change in my address and that the Court is authorized to remove me if I fail to comply with this requirement.**

\_\_\_\_\_  
Signature, Attorney of Record

\_\_\_\_\_  
Print Attorney Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Ohio Supreme Court ID Number

\_\_\_\_\_  
Signature, Applicant

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

**PROBATE COURT OF LUCAS COUNTY, OHIO  
 JACK R. PUFFENBERGER, JUDGE**

ESTATE OF \_\_\_\_\_, **DECEASED**  
 CASE NO. \_\_\_\_\_

**SURVIVING SPOUSE, CHILDREN, NEXT OF KIN,  
 LEGATEES AND DEVISEES**  
 [R.C. 2105.06, 2106.13 AND 2107.19]

[Use with those applications or filings requiring some or all of the information in this form, for notice or other purposes. Update as required.]

The following are decedent's known surviving spouse, children, and the lineal descendants of deceased children. If none, the following are decedent's next of kin who are or would be entitled to inherit under the statutes of descent and distribution.

Name	Residence Address	Relationship to Decedent	Birthdate of Minor
		Surviving Spouse	

- [Check whichever of the following is applicable]**
- The surviving spouse is the natural or adoptive parent of all of the decedent's children.
  - The surviving spouse is the natural or adoptive parent of at least one, but not all of the decedent's children.
  - The surviving spouse is not the natural or adoptive parent of any of the decedent's children.
  - There are minor children of the decedent who are not the children of the surviving spouse.
  - There are minor children of the decedent and no surviving spouse.





**PROBATE COURT OF LUCAS COUNTY, OHIO**  
**JACK R. PUFFENBERGER, JUDGE**

ESTATE OF \_\_\_\_\_, DECEASED  
CASE NO. \_\_\_\_\_

**APPLICATION FOR AUTHORITY TO ADMINISTER ESTATE**  
[R.C. 2109.02 and 2109.07]

**[For Executors and all Administrators; attach supplemental  
application for ancillary administration, if applicable]**

Applicant states that decedent died on \_\_\_\_\_

Decedent's domicile was \_\_\_\_\_  
Street Address

\_\_\_\_\_  
City or Village, or Township if unincorporated area County

\_\_\_\_\_  
Post Office State Zip Code

Applicant asks to be appointed \_\_\_\_\_  
of decedent's estate. **[Check whichever of the following are applicable]** –  To applicant's  
knowledge, decedent did not leave a Will –  Decedent's Will has been admitted to probate in this  
Court –  A supplemental application for ancillary administration is attached.

Attached is a list of the surviving spouse, children, next of kin, and legatees and devisees, known to  
applicant, which list includes those persons entitled to administer the estate.

The estimated value of the estate is:

Personal property .....	\$ _____
Annual real property rentals .....	\$ _____
Subtotal, personalty and rentals .....	\$ _____
Real property .....	\$ _____
Total estimated estate .....	\$ _____
Applicant owes the estate .....	\$ _____
The estate owes applicant .....	\$ _____

**[Check one of the following four paragraphs]**

- Applicant says that decedent's Will requests that no bond be required, and therefore asks the Court to dispense with bond.
- Applicant is a trust company duly qualified in Ohio, and bond is dispensed with by law.



CASE NO. \_\_\_\_\_

Applicant is decedent's surviving spouse, and is entitled to the entire net proceeds of the estate, or is the next of kin entitled to the entire net proceeds of the estate and there is no will, therefore bond is dispensed with by law.

Applicant offers the attached bond in the amount of \$ \_\_\_\_\_.

Applicant accepts the duties of fiduciary in the estate, imposed by law, and such additional duties as may be required by the Court. Applicant acknowledges being subject to removal as fiduciary for failure to perform such duties as required, and also acknowledges being subject to criminal penalties for improper conversion of any property held as fiduciary.

\_\_\_\_\_  
Attorney for Applicant

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number (include area code)

\_\_\_\_\_  
Phone Number (include area code)

\_\_\_\_\_  
Attorney Registration No.

**WAIVER OF RIGHT TO ADMINISTER**

[R.C. 2113.06]

The undersigned, being persons entitled to administer decedent's estate, and whose priority of right to do so is equal or superior to that of applicant, hereby waive appointment to administer the estate.

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

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

**ENTRY SETTING HEARING AND ORDERING NOTICE**

The Court sets \_\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_. M., as the date and time for hearing the application for authority to administer decedent's estate. The Court orders notice to take or renounce administration to be given to those persons entitled to administer decedent's estate, whose priority of right to do so is equal or superior to that of applicant, and who have not waived appointment to administer the estate.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Judge Jack R. Puffenberger

**PROBATE COURT OF LUCAS COUNTY, OHIO**  
**JACK R. PUFFENBERGER, JUDGE**

**CONSERVATORSHIP OF**  
**GUARDIANSHIP OF**  
**ESTATE OF**  
**MISCELLANEOUS**  
**NAME CHANGE OF**  
**TRUST OF \_\_\_\_\_,**  
**\_\_\_\_\_**

**CASE NO.** \_\_\_\_\_

\_\_\_\_\_  
By my signature below, I hereby authorize the release of any and all records or information that your agency may have pertaining to me to the Probate Court of Lucas County, Ohio.

I further understand that my social security number, driver's license number and birthday listed on the attached sheet shall be used for conducting the record check and upon the conclusion of the record check that the attached sheet containing my social security number, driver license number and birth date shall be destroyed.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed Name

**CONCLUSION OF RECORD CHECK**

- Records checked and found to be in order.
- Records checked and found not to be in order.
- Record Check Information Sheet destroyed.
- Record Check Information Sheet returned to attorney.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deputy Clerk

I, \_\_\_\_\_, Attorney at law hereby certify, that the within instrument was prepared and/or examined by me, and that the same, in my opinion, is correct and proper.

\_\_\_\_\_  
Attorney Ohio Supreme Court Number

**RECORD CHECK**  
**INFORMATION SHEET**

Name: \_\_\_\_\_

Address:

Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Driver License Number: \_\_\_\_\_

**PROBATE COURT OF LUCAS COUNTY, OHIO**  
**JACK R. PUFFENBERGER, JUDGE**

ESTATE OF \_\_\_\_\_, DECEASED

CASE NO. \_\_\_\_\_

**ENTRY APPOINTING FIDUCIARY; LETTERS OF AUTHORITY**

[For Executors and all Administrators]

Name and Title of Fiduciary \_\_\_\_\_

On hearing in open Court the application of the above fiduciary for authority to administer decedent's estate, the Court finds that;

Decedent died **[check one of the following]**  testate -  intestate - on \_\_\_\_\_,  
domiciled in \_\_\_\_\_.

**[Check one of the following]**  Bond is dispensed with by the Will -  Bond is dispensed with by law -  Applicant has executed and filed an appropriate bond, which is approved by the Court; and  that Attorney \_\_\_\_\_ agrees to be co-signor on all estate accounts and that estate assets will remain within Lucas County.

Applicant is a suitable and competent person to execute the trust.

The Court therefore appoints applicant as such fiduciary, with the power conferred by law to fully administer decedent's estate. This entry of appointment constitutes the fiduciary's letters of authority.

\_\_\_\_\_ Date

\_\_\_\_\_ Judge Jack R. Puffenberger

**CERTIFICATE OF APPOINTMENT AND INCUMBENCY**

The above document is a true copy of the original kept by me as custodian of the records of this Court. It constitutes the appointment and letters of authority of the named fiduciary, who is qualified and acting in such capacity.

[Seal]

\_\_\_\_\_ Probate Judge/Clerk

By \_\_\_\_\_

\_\_\_\_\_ Date

