**JACKSON COUNTY CIRCUIT COURT**

**PROBATE DIVISION**

**Instruction Sheet for Filing Probate Pleadings beginning January 1, 2017**

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| The pleadings listed below should be filed under the Estate Number with the open administration: | The pleadings listed below should be filed as a New Case: |
| * Application for Allowance of Compensation of Attorneys and Fiduciaries
* Application to Release Funds From Rest. Acct
* Claim Against the Estate
* Determination of Heirship within a estate
* Petition to Sell Personal Property
* Petition to Withdraw Funds From Multi-Party Assets/Accounts
* Petition to Surrender Life Insurance Policy
* Pet. to Determine Liability
* Pet. for Discovery of Assets
* Motion to Withdraw
* Petition for Accounting
* Petition to Remove Fiduciary
* Petition to Transfer Funds to Unclaimed Property
* Petition to Admit Lost Will
* Amended Pleadings
 | * Petition/Motion to Approve Settlement Agreements
* Objections to (1) Statement of Accounts (2) Final Settlements (3) Applications for Letters and (4) Applications for Attorney’s Fees
* Report of Sale of Real Property
* Petition to Sell Real Property
* Petition to Abandon Property
* Petition for Instructions
* Petition for Specific Performance
* Petition for Appt. of Successor Attorney-In-Fact
* Petition to Transfer Funds to Unclaimed Property
* Petition to Approve Settlement Agreements
* Petition to Increase Authority
* Petition to Produce Will
* Withdraw of Attorney
* Trust Accounting
* Durable Power of Attorney Accounting
* Non-Probate Transfer Litigation
* Petition for Construction of Will
* Petition to Terminate Guardianship
* Petition for Restoration
* Miscellaneous
 | * Petition for Appt. of Successor Guardian and Conservator (Adults and Minors)
* Application for Letters DBN
* Application for Guardianship/Conservatorship (Adults and Minors) – If filing multiple/sibling cases, each must be filed as a separate case. However, only one filing fee is required.
* Petition for Electroconvulsive Therapy (ECT)
* Petition for Special Needs Trust
* Will File Only
* Will Admit
* Small Estate (May be filed simultaneously with will admit)
* Petition to Require Administration
* Application for Letters of Administration
* Application for Letters Testamentary (May be filed simultaneously with will admit)
* Petition to Determine Heirship (when no administration has commenced)
* Application for Refusal of Letters to Spouse/Minor/Creditor
* Petition for Presumption of Death
* Petition to Declare Absentee Disabled
* Trust Registration
* Trust Actions brought under Chapter 456
* Petition for Successor Trustee
* Petition to Contest Will (Must be filed as a Civil Case)
* Competing Petitions/Applications
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