

**APPLICATION FOR PROBATE APPOINTMENT**

You **MUST** return this application to the Probate Division **BEFORE** setting your appointment. Please **INCLUDE** a copy of the **WILL** and **DEATH CERTIFICATE**. You may fax documents to (540) 586-6197, email to [bedfordprobate@vacourts.gov](mailto:bedfordprobate@vacourts.gov) or mail to Bedford County Circuit Court Clerk’s Office at 123 East Main St., Suite 201, Bedford, VA 24523. You can also drop it off at the Clerk’s Office if you would like.

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**APPLICANT INFORMATION**

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

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_

Relationship to the Decedent: \_\_\_\_\_

Email: \_\_\_\_\_

**DECEDENT INFORMATION**

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

Address at Time of Death: \_\_\_\_\_

SSN: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Date of Death: \_\_\_\_\_ Marital Status: \_\_\_\_\_

**PERSONAL ASSETS OF THE DECEDENT**

List assets in the decedents name only. (Ex: bank accounts, stocks, cards, et.) Do not list accounts/policies with “survivorship”, “payable on death”, or “beneficiary”.

<b><u>Description</u></b>	<b><u>Estimated value at the time of death</u></b>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

**REAL ESTATE**

Provide all the addresses of real estate in Virginia in the decedent's name, as well as the localities tax assessed value. Did the decedent own real estate in another state? Yes/No (do not need to list non Virginia real estate)

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_

**HEIRS AT LAW**

Heirs at law are next of kin (we need this information regardless if the heirs have been estranged from the decedent or are not beneficiaries listed in the will) Law requires full name, ages and complete address of the heirs.

Name	Age	Relationship	Address
1. _____			
2. _____			
3. _____			
4. _____			
5. _____			
6. _____			

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**FOR OFFICE USE ONLY      APPOINTMENT: DATE/TIME:**

**Will with/without surety \_\_\_\_\_ Will Self-Proving: \_\_\_\_\_**

**Action/Notes: \_\_\_\_\_**