

AvidLaw Probate

List of Form Documents

0. Dates and Deadlines

1. Dates and Deadlines Document: lists dates and deadlines relevant to the probate proceeding based on dates and other case information.

1. Initiate Probate and Appoint Personal Representative

1. Blank Questionnaire (for gathering information by hand)
2. Checklist: Initiate Probate and Appoint Personal Representative
3. Checklist: File Documents in Court
4. RPI: (Maricopa) Receipt of Proposed Informal Documentation
5. CIF: (Maricopa) Contact Information Form
6. County Cover Sheets (Forms for Coconino, Gila, Graham, Maricopa, Mohave, Pima, Pinal, Yavapai, and Yuma counties. Generic cover sheet for other Counties.)
7. AIB: Application for Informal [Probate and] Appointment of Personal Representative
8. PIF: (Certain Counties only) Probate Information Form (Form 11)
9. LPF: (Certain Counties only) Label for “Confidential Document” envelope for PIF
10. PIP: (Pinal) Probate Information Form
11. VST: (Pima) Verified Statement on Fiduciary Licensure
12. COC: Certificates of Completion of Required Training
13. NCF: Notice of Completion of Required Training
14. RRA: Renunciation of Right to Appointment of Personal Representative
15. SIB: Statement of Informal [Probate and] Appointment of Personal Representative
16. ADP: Acceptance of the Duties of Personal Representative
17. ORD: Order to Personal Representative and Acknowledgment and Information to Heirs/Devises
18. LPR: Letters of Personal Representative
19. WOB: Waiver of Bond
20. DAP: Disclosure by Attorney Acting as Personal Representative

2. Notice to Interested Parties; Certain Waivers

1. Blank Questionnaire (for gathering information by hand)
2. CNP: Checklist: Notice to Interested Parties; Certain Waivers
3. NIB: Notice of Informal [Probate and] Appointment of Personal Representative
4. 210: Notice of Assumption of Duties in a Fiduciary Capacity
5. F56: IRS Form 56 (Notice Concerning Fiduciary Relationship)
6. S4A: SS4 Online Authorization
7. SS4: IRS Form SS-4 (Application for Employer Identification Number)
8. PM1: Proof of Mailing (for ORD and NIB)
9. NCP: Notice to Creditors by Publication
10. NCM: Notice to Creditors by Mail
11. PM2: Proof of Mailing (for NCM)
12. NKC: Statement of No Known Creditors
13. ROF: Renunciation of Fee (Personal Representative)

14. WOI: Waiver of Inventory and Account

3. Inventory and Appraisalment (and Asset Management)

1. Blank Questionnaire (for gathering information by hand)
2. CMA: Checklist: Inventory and Appraisalment (Asset Management)
3. INA: Inventory and Appraisalment
4. PMI: Proof of Mailing (for INA)
5. AIN: Amended Inventory and Appraisalment
6. LAN: Label for "Confidential Document" envelope for AIN
7. PMI: Proof of Mailing (for AIN)

4. Claims Against the Estate (Allow and Pay or Disallow)

1. NAP: Notice of Allowance and Payment of Claim
2. NDC: Notice of Disallowance of Claim

5. Distribute the Estate

1. PFD: Proposal for Distribution
2. FIA: Final Account
3. LFA: Label for "Confidential Document" envelope for FIA
4. RRW: Receipts, Release, and Waiver
5. DID: Deed or Instrument of Distribution

6. Close the Estate

1. CLS: Closing Statement
2. PM4: Proof of Mailing (for CLS)
3. ARC: Application and Registrar's Certificates

A. Proof of Authority

1. PAC: Proof of Authority Checklist
2. POA: Proof of Authority of Domiciliary Foreign Personal Representative(s)
3. DFP: Deed or Instrument of Distribution
4. County Cover Sheets (Forms for Coconino, Gila, Graham, Maricopa, Mohave, Pima, Pinal, Yavapai, and Yuma counties. Generic cover sheet for other Counties.)

B. Small Estate Affidavits

1. ACD: Affidavit of Successor for Collection of Debts and Personal Property
2. NPA: MVD Non-Probate Affidavit Form
3. ATT: Affidavit of Successor for Transfer of Title to Real Property under A.R.S. § 14-3971(E)
4. ACP: Affidavit of Surviving Spouse for Collection of Personal Service Compensation

C. Real Property Interest Termination Affidavits

1. ALE: Affidavit of Termination of Life Estate
2. ATC: Affidavit of Termination of Community Property with Right of Survivorship
3. AJT: Affidavit of Termination of Joint Tenancy with Right of Survivorship
4. AGB: Affidavit of Grantee Beneficiary

D. Miscellaneous Additional Documents

1. GEN: Generic Pleading