

Jackson County Probate Court

312 S. Jackson St.
Jackson, MI 49201
Phone: 517-788-4290
Fax: 517-788-4291

Diane M. Rappleye
Probate Judge

Instructions for Petition and Order for Assignment (Small Estate)

If the estate of a deceased person consists of property valued at \$24,000 or less, the Court may issue an order that the property be assigned to the surviving spouse or, if there is not a spouse, to the decedent's heirs.

Completed paperwork must be legible and typed or written in ink. The Court is required by law to refuse any paperwork that is not legible.

You MUST include the following documents when you file.

- Petition and Order for Assignment (included in this packet)
- A copy of the death certificate
- Proof of all funeral expenses
- If the funeral expenses have been paid, proof of who paid those expenses

Funeral Expenses

If the funeral expenses have not been paid, the decedent's assets must be assigned to the funeral home first in an amount sufficient to pay those expenses.

If the funeral expenses were paid by someone other than the decedent, the decedent's assets must be assigned to the individual or individuals who paid the funeral expenses first as reimbursement for those expenses.

If the funeral expenses were paid using the decedent's assets, no reimbursement is necessary.

Liability

If the decedent's assets are assigned to someone other than a surviving spouse, or the decedent's minor child, a person receiving those assets is responsible for any unsatisfied debt of the decedent, up to the amount received for 63 days after the date of the order.

Fees

- Filing Fee - \$25.00
- Certification Fee - \$11.00 (This fee ONLY is waived if the total value of the estate is \$500 or less.
- Inventory Fee – Varies based on the value of the estate. Ranges from \$5.00 to \$129.00. Call the Probate Office at the number above to verify the fee in your case.

Fees cannot be returned if your petition is denied.

<p>STATE OF MICHIGAN PROBATE COURT JACKSON COUNTY</p>	<p>PETITION FOR ASSIGNMENT</p>	<p>CASE NO. and JUDGE</p>
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<p>Court address 312 S. JACKSON STREET JACKSON, MI 49201</p>	<p>Court telephone no. 517 788-4290</p>
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In the matter of _____, Put last 4 digits of SSN
 First, middle, and last name of decedent **XXX-XX-** in box 2 on MC 97.
 Last four digits of SSN

Petitioner's name, address, and telephone no.

Petitioner's attorney, bar no., address, and telephone no.

I, _____, represent that:
 Name and relationship

- 1. Decedent died on _____
 Date
- 2. Decedent was a resident of _____ in this county.
 City/Township
- Decedent lived outside of Michigan and left an estate within this county to be administered.

3. The decedent's personal and real property, gross values, and lien amounts (if any) are listed below. The values of all property are calculated as of the decedent's date of death. *For real property only, if the date of death is on or after March 28, 2013, the gross value of a parcel can be reduced by any lien amount on that parcel; however, the remaining inventory value of that parcel cannot be less than zero. For personal property, the gross value and inventory value are the same. (Attach separate sheet if necessary.)
 Note: Do not provide financial account numbers on this form. If an account number is necessary to distinguish between accounts, put it on form MC 97.

Legal description of real property	Gross value	Lien amount	Inventory value (less lien)*
			\$0.00
Legal description of real property	Gross value	Lien amount	Inventory value (less lien)*
			\$0.00
Description of personal property	Gross value		Inventory value
Description of personal property	Gross value		Inventory value
Description of personal property	Gross value		Inventory value
Description of personal property	Gross value		Inventory value
Totals	Total Gross Value		Total Inventory Value
	\$0.00		\$0.00

4. Funeral and burial expenses are \$ _____.
The following persons have paid the following amounts toward the funeral and burial expenses:
(Statements and receipts are attached.)

NAME	AMOUNT	NAME	AMOUNT

The amount of funeral and burial expenses remaining unpaid is \$ _____.
The total value of the decedent's property remaining after payment of funeral and burial expenses does not/will not exceed \$15,000 as adjusted annually for cost of living.

5. The name and address of the surviving spouse or, if there is not a spouse, the name, age, relationship, and address of each of the decedent's heirs are as follows:

NAME	AGE	RELATIONSHIP	ADDRESS		
			Street address	City	State Zip
			Street address	City	State Zip
			Street address	City	State Zip
			Street address	City	State Zip
			Street address	City	State Zip

6. I REQUEST that the property listed above be assigned as follows:

- a. for funeral and burial expenses, \$ _____ to _____,
Name
\$ _____ to _____, and \$ _____
Name
- b. to the surviving spouse, _____.
- c. to the following heirs in the stated proportions, _____
_____.

I declare under the penalties of perjury that this petition has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Date

Petitioner signature

Date

Attorney signature

STATE OF MICHIGAN PROBATE COURT JACKSON COUNTY	ORDER FOR ASSIGNMENT (Part 1)	CASE NO. and JUDGE
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Court address 312 S. JACKSON STREET JACKSON, MI 49201	Court telephone no, 517 788-4290
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In the matter of _____ XXX-XX-_____
First, middle, and last name of decedent Last four digits of SSN

Petitioner's name, address, and telephone no.

Petitioner's attorney, bar no., address, and telephone no.

A petition for assignment was filed on _____
Date

IT IS ORDERED:

1. The property in the above-referenced petition for assignment is assigned as follows:
- a. for funeral and burial expenses, \$ _____ to _____
Name
 \$ _____ to _____, and \$ _____
Name
 to _____
Name
 - b. to the surviving spouse, _____.
 - c. to the following heirs in the stated proportions, _____

For 63 days from the date of this order, the share of each heir other than a surviving spouse or minor child shall be subject to any unsatisfied debt of the decedent up to the value of property received through this order.

2. The petition is denied. dismissed/withdrawn.

 Judge signature and date

I certify that I have compared this copy with the original on file and that it is a correct copy of the original.

_____ Date	_____ Deputy register
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STATE OF MICHIGAN PROBATE COURT JACKSON COUNTY	ORDER FOR ASSIGNMENT (Part 2)	CASE NO. and JUDGE
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Court address 312 S. JACKSON STREET JACKSON, MI 49201 Court telephone no, 517 788-4290

In the matter of _____ XXX-XX-██████████
First, middle, and last name of decedent Last four digits of SSN

Petitioner's name, address, and telephone no.

Petitioner's attorney, bar no., address, and telephone no.

A petition for assignment was filed on _____
Date

IT IS ORDERED:

1. The property in the above-referenced petition for assignment is assigned as follows:
- a. for funeral and burial expenses, \$ _____ to _____
Name
 \$ _____ to _____, and \$ _____
Name
 to _____
Name
 - b. to the surviving spouse, _____.
 - c. to the following heirs in the stated proportions, _____

For 63 days from the date of this order, the share of each heir other than a surviving spouse or minor child shall be subject to any unsatisfied debt of the decedent up to the value of property received through this order.

2. The petition is denied. dismissed/withdrawn.

Judge signature and date

I certify that I have compared this copy with the original on file and that it is a correct copy of the original.

Date _____
Deputy register