

**State of Florida
Ninth Judicial Circuit of Florida**

Office of:
Lawrence R. Kirkwood
Circuit Court Judge
ORANGE COUNTY COURTHOUSE
425 N. ORANGE AVENUE
ORLANDO, FLORIDA 32801
<http://www.ninthcircuit.org>

ESTATE OF:

CASE NO.:

OBSERVATIONS:

The items marked by an "X" were omitted from the file and/or pleadings submitted. Please file corrective pleadings and mail to: Clerk of Court Probate Division, P. O. Box 4994, Orlando, Florida, 32802-4994, for submission to the Court. If you object to this request and feel you have complied with the Florida Statutes, the Probate Rules, and the case law with what you have previously filed, please set your case for a scheduled hearing (NOT AT EX PARTE) and give notice to all parties.

Please Note: The clerk will not submit the proposed orders to the court for review until all items have been received.

ESTATE REVIEW FOR CLOSING

Petition for Discharge:

	Petition for Discharge does not comply with the Florida Probate Rules.
	Attorney did not sign Petition.
	Attorney's Name, Address, Florida Bar number, and phone number.
	Petitioner did not sign petition.
	Petition is not verified.

Proposed Order of Discharge:

	Proposed Order of Discharge not submitted.
	Proposed Order of Discharge does not include the required 3" x 3" recording space in upper right-hand corner.
	Proposed Order of Discharge has a typographical error.

Inventory:

	Inventory.
	Proof of Service of Inventory to the Department of Revenue.

Death Certificate:

	Death Certificate of decedent.
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Observation continued.

Notice to Creditors:

	Proof of Publication of the Notice to Creditors.
	Decedent was 55 years of age or older. Please provide proof of service of Notice to Creditors to the Agency for Health Care Administration.

Statement Regarding Creditors:

	Statement Regarding Creditors.
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Estate Taxes:

	Affidavit of No Florida Estate Tax Due.
	Florida Non-Taxable Certificate.
	Florida Final Tax Certificate.

Beneficiaries/Heirs:

	Waiver, Consent and Receipt to be filed from the following: _____.
	Notice of Final Accounting and Petition for Discharge on interested parties.
	Receipt(s) to be filed from the following: _____.
	Copy of the pages from the trust agreement that names the trustee(s).
	Certified copy of Letters of Guardianship for the legal guardian of the minor child.
	Proof of Service of Formal Notice.

Final Accounting:

	Final Accounting or Waiver of Final Accounting by interested parties.
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Claims:

	Satisfaction of Claim(s) or copy of cancelled check(s). The following claim(s) is/are outstanding: _____.
	Petition to Strike Untimely Filed Claim and proposed order. The following claim(s) were filed untimely: _____.
	Notice of Final Accounting and Petition for Discharge on creditor(s).
	Proof of Service of Final Accounting and Petition for Discharge.

Miscellaneous:

	Objection filed. Hearing required.
	Death certificate of beneficiary: _____.
	Provide a copy of Letters of Administration on behalf of beneficiary: _____.
	Other: _____.

Observation continued.

	Judge WILL NOT sign any order with only his signature on the last page.
	Judge WILL NOT sign any order that is a facsimile. Please submit original.
	Self-addressed, stamped envelope not provided for copies.

Date Reviewed: May 12, 2008

CC:

Enclosures: Proposed Order(s)