

Commission Checklist

- Attorney must draft letter to Linda's attention requesting that she send commission to out of state register. Letter must include 1). Name, address and phone number of the out of state Probate Dept. and 2). Name, address and phone number of the Executor to be sworn in.
- All Probate documents: The petition, original will, original death certificate, notarized renunciations and/or witness forms (if applicable) and the Estate info sheet.
- One check, payable to the Register of Wills in the amount of Probate costs.
- One check, made payable to the Register of Wills in the amount of \$50.00, the commission fee.
- Two PRE-PAID Express mail envelopes (FedEx, UPS, USPS; Attorney's choice). (One to the out of state probate dept. from Lack. County Register and another from the out of state probate dept. to the Lack. County Register)