



### Allegheny County, Pennsylvania Oath of Personal Representative

Commonwealth of Pennsylvania

The Petitioner(s) above-named swear(s) or affirm(s) that the statement in the foregoing Petition are true and correct to the best of the knowledge and belief of Petitioner(s) and that, as personal representative(s) of the Decedent, Petitioner(s) will well and truly administer the estate according to law.

Sworn to or affirmed and subscribed  
before me this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_

Signature(s)  
\_\_\_\_\_  
\_\_\_\_\_

For the Director

No.: \_\_\_\_\_

Estate of \_\_\_\_\_

Social Security No: \_\_\_\_\_

Also known as \_\_\_\_\_, deceased

Date of Death : \_\_\_\_\_

### DECREE OF PROBATE AND GRANT OF LETTERS

AND NOW, \_\_\_\_\_, in consideration of the Petition on the reverse side hereof, satisfactory proof having been presented before me, IT IS DECREED that Letters  Testamentary  Of Administration

(d.b.n.c.t.a. ; pendente absentia ; durante minoritate cta,dbn)

are hereby granted to \_\_\_\_\_  
in the above estate of \_\_\_\_\_

also known as \_\_\_\_\_ and that the instrument(s) dated \_\_\_\_\_  
described in the Petition be admitted to probate and filed of record as the last Will of the Decedent.

IS BOND REQUIRED?  YES  NO AMOUNT \$ \_\_\_\_\_

ARE THEY ANY MINOR HEIRS? YES  NO

Probate, Letters..... \$ \_\_\_\_\_

Director \_\_\_\_\_

Short Certificates(s)..[ ] \$ \_\_\_\_\_

Probate Clerk \_\_\_\_\_

Renunciation(s).....[ ] \$ \_\_\_\_\_

Affidavit(s).....[ ] \$ \_\_\_\_\_

Attorney

Reg. Comp. Fee..... \$ \_\_\_\_\_

Signature : \_\_\_\_\_

JCP Fee..... \$ \_\_\_\_\_

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

RRC Fee..... \$ \_\_\_\_\_

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

Other....[ ] \$ \_\_\_\_\_

Other....[ ] \$ \_\_\_\_\_

TOTAL..... \$ \_\_\_\_\_

Telephone : \_\_\_\_\_

Receipt #..... \$ \_\_\_\_\_

Supreme Court I.D. No. : \_\_\_\_\_

[glpetition\_oath]

Department of Court Records  
Wills/Orphans' Court Division  
INSTRUCTIONS FOR PROBATE APPLICATIONS

1. ONE TYPED APPLICATION IS REQUIRED.
2. THE ORIGINAL WILL AND ONE (1) COPY MUST BE PRESENTED.
3. IF THE WILL IS NOT SELF-PROVING, THE SUBSCRIBING WITNESSES MUST APPEAR IN PERSON OR NOTARIZED AFFIDAVITS MUST BE PROVIDED FROM THE SUBSCRIBING WITNESSES. ATTACHED TO A COPY OF THE WILL. IF THE SUBSCRIBING WITNESSES ARE DECEASED OR THEIR RESIDENCE IS OUTSIDE OF THE COMMONWEALTH, A NOTARIZED AFFIDAVIT OF NON-AVAILABILITY IS NEEDED.
4. NON-SUBSCRIBING WITNESSES MUST APPEAR IN PERSON.
5. THE ORIGINAL DEATH CERTIFICATE IS REQUIRED.
6. FEE'S MUST BE PAID BY ATTORNEY CHECK, ESTATE CHECK OR CASH; TOTAL OF \$129.00. (SEE FEE SCHEDULE)
7. SHORT CERTIFICATES ARE \$10.00 PER CERTIFICATE.
8. ALL PROBATES WITH GRANT OF LETTERS MUST BE ADVERTISED (P.E.F., CODE, TITLE 20, SECTION 3162)
9. INHERITANCE TAX FORM(S) ARE AVAILABLE IN ROOM 216, CITY-COUNTY BUILDING.
10. AFTER PROBATE IS COMPLETE (WILL FILED), THE FOLLOWING ITEMS MUST BE FILED:
  - CERTIFICATION OF NOTICE - THREE (3) MONTHS AFTER PROBATE
  - INVENTORY - NINE (9) MONTHS FROM DATE OF DEATH
  - STATUS REPORTS - WITHIN TWO (2) YEARS OF THE PROBATE
  - INHERITANCE TAX RETURN - WITHIN NINE (9) MONTHS OF DATE OF DEATH: DISCOUNTED DURING FIRST THREE (3) MONTHS AFTER DATE OF DEATH

ANY LEGAL QUESTIONS SHOULD BE DIRECTED TO AN ATTORNEY OF YOUR CHOICE.