

**IN THE COUNTY COURT OF THE FIFTH JUDICIAL CIRCUIT  
IN AND FOR HERNANDO COUNTY, FLORIDA**

**CASE NUMBER:** \_\_\_\_\_

**IN RE: ESTATE OF \_\_\_\_\_  
DECEASED,**

**SUMMARY ADMINISTRATION – TESTATE / WITH WILL  
CHECKLIST AND CERTIFICATION**

I, \_\_\_\_\_, as the attorney of record, have reviewed the applicable checklist(s) on the Clerk of the Circuit Court's website and filed the following pleadings with the Clerk of Court's docket, for which I have written the docket index number (DIN) next to each of the corresponding requirements below:

**Qualification(s):**

- ☐ Decedent's will does not direct administration as required by Chapter 733, Florida Statutes AND
- ☐ Decedent has been dead for more than 2 years OR

Value of the entire estate subject to administration in this state is:

- ☐ less than \$75,000 as Decedent died prior to July 1, 2026, but has been dead less than 2 years OR
- ☐ less than \$150,000 as Decedent died on or after July 1, 2026

**Original Document(s):**

- ☐ DIN: \_\_\_\_\_ Authenticated copy of death certificate has been deposited with the Clerk of Courts – Fla. Prob. R. 5.171
- ☐ DIN: \_\_\_\_\_ Original Will has been deposited with the Clerk of Courts

**Petition for Summary Administration:**

- ☐ DIN: \_\_\_\_\_ Petition for Summary Administration - Fla. Prob. R. 5.530
- ☐ DIN: \_\_\_\_\_ Petition is verified by the surviving spouse (if any)
- ☐ DIN: \_\_\_\_\_ Petition is verified by all beneficiaries OR
- ☐ DIN: \_\_\_\_\_ Notarized joinder to Petition has been filed for each beneficiary OR
- ☐ DIN: \_\_\_\_\_ Proof of Formal Notice has been filed for any beneficiary who is receiving their full share under the Will.

**Supporting Document(s):**

- ☐ DIN: \_\_\_\_\_ Affidavit of Heirs
- ☐ DIN: \_\_\_\_\_ Notice of Related Cases
- ☐ DIN: \_\_\_\_\_ Copy of paid funeral bill (not required if the decedent has been dead more than 2 years)
- ☐ DIN: \_\_\_\_\_ Copy of death certificate for any deceased beneficiary
- ☐ DIN: \_\_\_\_\_ Oath of Witness to Will (if Will is not self-proving under Fla. Stat. § 732.503) - Fla. Stat. § 733.201
- ☐ DIN: \_\_\_\_\_ Notice of Trust (if applicable)

**Proposed Order(s) or Letter(s) submitted via [Circuit5.org](http://Circuit5.org):**

- ☐ Order of Summary Administration – Fla. Stat. § 735.206
- ☐ Order Admitting Will to Probate

I HEREBY CERTIFY that I have complied with the above checklist and filed the required pleadings and supporting documentation in accordance with applicable Florida Statutes, Florida Probate Rules, local rules, administrative orders, and administrative memoranda. I understand that submission of this checklist is considered an official statement subject to Fla. Stat. §837.06.

**Dated:** \_\_\_\_\_

**Attorney Signature:** \_\_\_\_\_  
**Printed Name:** \_\_\_\_\_  
**Bar Number:** \_\_\_\_\_  
**Email Address(es):** \_\_\_\_\_