

**UNCONTESTED APPLICATIONS TO PROBATE A WILL
EITHER FOR LETTERS TESTAMENTARY OR AS A MUNIMENT OF TITLE**

Uncontested Probate Docket - Uncontested probate matters typically heard on Mondays in Probate Court No. 1 will now be **heard by submission**.

1. After confirmation that your case has been assigned to Probate Court No. 1, please send or take the original will to the probate clerk' office.
2. E-file your proposed order, notarized Proof of Death and Other Facts, copy of the Death Certificate, in addition to any other required documents. The client (and witnesses) may sign the proofs of deaths, affidavits and oaths before a notary at the attorney's office or elsewhere. However, the oath should not pre-date the judge's order.
3. Keep in mind that if a notary public is not accessible, until further notice, an unsworn declaration may be used in lieu of a written sworn declaration, verification, certification, oath, or affidavit pursuant to Civil Practice & Remedies Code §132, where allowed by law.
4. No FIAT will be required.
5. Once the court receives the original file, original Will/Codicil and all other e-filed and accepted documents, the Staff Attorney will review them.
6. If all documents are correct, the order is given to the judge for signature.
7. You may contact the court three days after the posting date, or one week after your documents were e-filed if the posting date has passed, to get a status update regarding the order.
8. If your order has been signed, you may e-file your notarized oath (when appropriate) and request letters and/or plain/certified copies.
9. **The court will not send a copy of the order to you.** Please contact the probate clerk's office for any copies you need.