

SMALL ESTATE GUIDELINES

- ❖ MUST BE 45 DAYS FROM THE DATE OF DEATH
- ❖ ORIGINAL OR COPY OF DEATH CERTIFICATE TO PROVE DATE OF DEATH
- ❖ ASSETS **CANNOT** EXCEED \$100,000.
- ❖ HAS TO BE NOTARIZED – THIS CAN BE DONE IN OFFICE BY A DEPUTY CLERK FOR AN ADDITIONAL \$5.00
- ❖ \$28.00 IN **CASH (NO CHECKS OR DEBIT/CREDIT CARDS ACCEPTED)** THIS WILL INCLUDE (1) ONE CERTIFIED COPY
- ❖ ANY ADDITION COPIES IS A \$5.00 CHARGE
- ❖ IF YOU HAVE TO AMEND YOUR SMALL ESTATE THERE IS A \$10.00 FEE

Note: To be used only when valuation of estate less encumbrance and excluding the homestead of and summary allowance for widow and minor children does not exceed \$100,000 and where there has been no personal representative appointed. Section 28-1-101 Revised August 12, 2005.

IN THE CIRCUIT COURT – PROBATE DIVISION

OF JEFFERSON COUNTY, ARKANSAS

IN THE MATTER OF THE ESTATE OF

_____, DECEASED

NO. 35PR-_____

AFFIDAVIT OF COLLECTION OF SMALL ESATE BY DISTRIBUTEES

Come _____ and _____, for the purpose of dispensing with administration on the behalf of the estate of _____, state of oath:

- a. The decedent _____, age, _____ who resided at _____ in _____, county, Arkansas, died at _____ on or about the _____ day of _____, 20_____. No petition for appointment for appointment of personal representative is pending or has been granted.
- b. Forty-Five (45) days have elapsed since the death of decedent.
- c. The value, less encumbrances, of all property owned by the decedent at the time of death, excluding the homestead of and statutory allowance for the benefit of a spouse or minor children, if any, of the decedent does not exceed one hundred thousand dollars (\$100,000.00). An itemized description and valuation of the personal property and legal description and valuation of any real property of the decedent, including the homestead and the names and address of persons having possession of the personal property and the names and address of any persona possessing or residing on any real property of the decedent, are follows:

DESCRIPTION OF PROPERTY, EXTENTAND DETAIL OF ENCUMBRANCES, IF ANY	VALUATION LESS ENCUMBRANCE
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- d. _____ the decedent left no will.
- e. The decedent left a will which was admitted to probate by the Circuit Court-Probate division of Jefferson County, Arkansas and appears of record in said county, unless probated in the County a certified copy thereof is attached hereto.
- f. There are no unpaid claims or demands against the decedent or their estate, that the Department of Human Services furnished no federal or state laws and regulations.

g. The names ages, address and relationship to the decedent of the persons entitles to and who will receive the property are:

NAME	AGE	RELATIONSHIP	ADDRESS

DATED THIS _____ DAY OF _____, 20_____.

(AFFIANT)

(AFFIANT)

STATE OF ARKANSAS

County of _____

Subscribed and sworn to before me this _____ day of _____, 20_____

(Signature)
Notary

(Official Title)

(SEAL)

CERTIFICATE OF CLERK

The undersigned clerk of the Circuit Court-Probate Division of Jefferson, County, Arkansas certifies that the foregoing is true copy of the affidavit filed in this Court on the _____ Day of _____, 20_____. That same remains on file and that no petition for the appointment of personal representative of the estate described in the caption has been filed in the Court.

Dated this _____ day of _____, 20_____

Shawndra Taggart, County and Probate Clerk

Ex Officio clerk of the Circuit Court-Probate Division

of Jefferson County, Arkansas

(Deputy Clerk)