ADMINISTRATION FACT SHEET-DECEDENT HAD NO WILL

Decedent's Name:	Date of Death://
Address where decedent lived: (no P.O. Bo	x)
Administrator Name &Address: Phone Number:	Email Address:
Co-Administrator Name & Address: Phone Number:	Email Address:
Was decedent: [] married [] divorced [] ne] ex-domestic partner [] civil union partner	ver married [] widow/widower [] domestic registered partner [] ex-civil union partner
	address: or if deceased, date of death:
List in appropriate section all children of t date of death)	the decedent (include names, addresses, ages, or if deceased,
Name Relationship	nd Decedent's most recent Spouse or Civil Union Partner: #/Street/City/State/Zip Age(if a Minor)
	hship(s): (list each relationship's children separately) #/Street/City/State/Zip Age(if a Minor)

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Name of Dece	eased Child Their Chil	ld's Name & #/Street/City/State/Zip	Age(if a Min
edent has living	g children – <u>continue to</u>	section 7. below	
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		e, address or date of death of deced /City/State/Zip	
Father:	#/Stree	t/City/State/Zip	or DOD//_
5 If decodent 1	had no gnougo an gnoug	a shildway and navante and dagaged	l list decedent's sib
	and age or date of deat	e, children and parents are deceased h:	i, list decedent's sid
		#/Street/City/State/Zip	Age(if a Mi
6. If decedent 1	had no spouse or spous	e children and narents are deceased	and if decedent's
		e, children and parents are deceased	
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ASSET INFORMATION You only need to list assets in the Deceased's name alone with <u>no</u> beneficiaries named.

Real Estate Address	Current Assessed Value	Joint? Yes or No

Car/Truck/Trailer/Boat/Plane Vehicle Identification Number	Year/Make/Model	KBB Value-Private Sale	Joint? Yes or No

Bank Name of Bank	Type of Account/Account Number	Current Value	Joint? Yes or No

Stocks/Bonds (with no beneficiary) Name of Company	Current Value	Joint? Yes or No

Retirement Accounts/Pension (with <i>no beneficiary</i>) Name of Company	Current Value

Policies (with no beneficiary) Name of Company	Current Value

Personal Property with significant value	Current Value

Safe Deposit Box / Bank	Current Value

To begin the application process please send *copies* of the following by e-mail, mail, fax or deliver to the office:

- Administration Fact Sheet Forms including Asset Information
- Death certificate

Forms can be emailed to: Lynn Hoover, Special Probate Clerk- <u>hoover@co.warren.nj.us</u> Or: Susan Custer, Senior Probate Clerk – <u>scuster@co.warren.nj.us</u>

Faxed to: 908-475-4219

Mailed to: Warren County Surrogate, 413 Second Street, Belvidere, NJ 07823 (USPS)

Warren County Surrogate, 323 Front Street, Belvidere, NJ 07823 (FedEX/UPS) or In

Person Delivery

At appointment, we will require an Administration Fee and the original death certificate is collected and stored in the Surrogate's files.

Once the above documents are submitted, in order to serve you efficiently, our office will contact you to schedule an appointment once all has been reviewed.

Warren County Surrogate's Court

 (Mailing Address) 413 Second Street, Belvidere, NJ 07823 (908) 475-6223 Telephone – (908) 475-4219 Fax (Office location) 323 Front Street, Belvidere, NJ
 Website: <u>https://www.warrencountynj.gov/government/warren-county-surrogate-s-court</u>