

INSTRUCTIONS FOR COMPLETING AN AFFIDAVIT OF HEIRSHIP

- ▶ The Affidavit of Heirship is to be completed by a disinterested third party that was well acquainted with the family and relatives of said decedent. (Such as a banker, lawyer, or neighbor). **An heir of the decedent cannot complete the Affidavit.**
- ▶ All of the questions must be completed to the best of the affiant's knowledge. If the person completing the affidavit does not know the answer to a question asked in the affidavit, it should be stated on the affidavit.
- ▶ If any heirs of the decedent are deceased, a separate Affidavit of Heirship will be required for each heir.
- ▶ If more space is needed to adequately supply the information, please attach a sheet of paper.
- ▶ Affiant signature should be acknowledged by a Notary Public.
- ▶ Have completed Affidavit of Heirship filed of record in the county where property is located.

AFFIDAVIT OF HEIRSHIP

KNOW ALL MEN BY THESE PRESENTS:

_____ of lawful age, being first duly sworn, upon oath deposes and says:

That affiant was personally acquainted with the above named decedent, during his/her lifetime, having known him/her for _____ years, and that affiant bears the following relationship to said decedent, to wit: _____.

Said decedent departed this life at _____ in _____ County, State of _____ on or about _____, 20____, being _____ years old at the date of death.

Affiant further states that affiant was well acquainted with the family and near relatives of said decedent, and that the following statements and the answers to the following questions are based upon personal knowledge of affiant and are true and correct.

1. Did the decedent leave a will? _____. If so, has the will been admitted to probate? _____. In what County and State was the will probated? _____. When? _____.

2. Has an administrator or executor been appointed for the estate of decedent? _____. If so, give the county and state in which said administration or probate proceedings are pending: _____ County, State of _____.

Give the name and address of the administrator or executor: _____

3. Give the name and address of the surviving spouse of decedent: _____

4. Was the decedent married more than once? _____. If so, give the name of former husband or wife and state whether former spouse is living or deceased: _____.

5. On the blank lines below, give the names and addresses for all children of decedent who were living at the time of decedent's death, together with the information called for:

Name of Child	Date of Birth	Name of Spouse	Address, or if Not Living Date of Death

6. Give the names of any deceased children of decedent together with other information called for:

Name of Child	Date of Birth	Date of Death	Surviving Spouses Name and Address

7. Give the names of the children of any deceased son or daughter of the decedent:

Name of Child	Date of Birth	Parents' Names	Address, or if Not Living Date of Death

8. Did the decedent have any legally adopted children or step-children? _____. If so, write their names and addresses in the blank lines below and indicate as to whether adopted or step children:

Name of Child	Date of Birth of Stepchild or Adopted Child	Address, or if Not Living	Date of Death

9. Did the decedent leave any unpaid debts at the time of death? _____. If so, give the amount of such debts and whether they have since been paid: _____.

IF DECEDENT LEFT SURVIVING CHILDREN, DO NOT ANSWER THE FOLLOWING QUESTION

10. Give below the names and addresses of the surviving mother, father, brothers and sisters of the decedent:

Name	Relationship	Date of Birth	Address, or if Not Living	Date of Death

11. Give below the social security numbers of each heir.

Name	Social Security Number

Affiant

ACKNOWLEDGMENT

State of: _____

County of: _____

The foregoing instrument was acknowledged before me on this _____ day of _____, 20__ by _____.

Notary Public

IF ANY OF THE HEIRS OF THE DECEDENT HAVE DIED SINCE HIS OR HER DEATH, A SEPARATE PROOF OF HEIRSHIP WILL BE REQUIRED FOR EACH HEIR.