

INFORMAL PROBATE

Do not copy
or file this page

3

CLAIM AGAINST THE ESTATE

Informal Probate - Claim Against the Estate

Use the forms and instructions if the following factors apply to your situation:

- ✓ You received notice about a court case involving the property of a person who died (informal probate), OR
- ✓ You believe a person who died owes you money, AND
- ✓ You want to make a claim in the estate case filed with the court before all the property is transferred to others.

READ ME: Consulting a lawyer before filing documents with the court may help prevent unexpected results. A list of lawyers you may hire to advise you on handling your own case or to perform specific tasks, as well as a list of court-approved mediators can be found on the Law Library Resource Center website.

Informal Probate - Claim Against the Estate

This packet contains court forms and instructions to file a claim against the estate. Items in **BOLD** are forms that you will need to file with the Court. Non-bold items are instructions or procedures. Do not copy or file those pages!

Order	File Number	Title	# pages
1	PBIP3k	Checklist: You may use this packet if . . .	1
2	PBIP3t	Table of Contents (this page)	1
3	PBIP32p	How to file a claim against the estate	1
4	PBIP32f	Claim Against the Estate	1

The documents you have received are copyrighted by the Superior Court of Arizona in Maricopa County. You have permission to use them for any lawful purpose. These forms shall not be used to engage in the unauthorized practice of law. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents. The documents are under continual revision and are current only for the day they were received. It is strongly recommended that you verify on a regular basis that you have the most current documents.

Instructions: How to file a Claim against the Estate

1. Who can file a claim: Generally, you must reasonably believe that the person who died owes you money.
2. When a claim must be filed: You are not required to file a claim against the estate if the personal representative has paid you or is making arrangements with you to pay what is owed from the decedent's property. But here is what the law currently provides as to creditors:
 - All persons unknown to the personal representative, having claims against the estate are required to present their claims within four months after the date of the first publication of the notice to creditors or the claims will be forever barred.
 - All persons known to the personal representative, having claims against the estate are required to present their claims within four months after receipt of the notice to creditors by mail or the claims will be forever barred.
 - Claims must be presented by delivering or mailing a written statement of the claim to the personal representative at his or her address; you do not need to file the claim in court, unless you want to.
3. How to file a claim against the estate with the court: If you are a person to whom the estate owes money, and you want to file the claim with the court, complete a claim against the estate form, which is included in this packet. File the original with the Probate Registrar, at the court location where you filed the application, which is one of the locations listed below.

Downtown Phoenix:
Central Court Building, 1st Floor
201 West Jefferson
Phoenix, AZ 85003

Northeast Phoenix:
Northeast Regional Court Facility
18380 North 40th Street
Phoenix, AZ 85032

Surprise:
Northwest Regional Court Facility
14264 West Tierra Buena Lane
Surprise, AZ 85374

Mesa:
Southeast Court Facility, 1st Floor
222 East Javelina Avenue
Mesa, AZ 85210

4. Charge to file the claim in court: a list of current fees is available from the law library resource center website or from the clerk of superior court's website. You do not need to pay anything to mail the claim to the personal representative.

Person Filing: _____
Address (if not protected): _____
City, State, Zip Code: _____
Telephone: _____
Email Address: _____
Lawyer's Bar Number: _____
Licensed Fiduciary Number: _____

FOR CLERK'S USE ONLY

Representing Self, without a Lawyer or Attorney for Petitioner OR Respondent

SUPERIOR COURT OF ARIZONA MARICOPA COUNTY

In the Matter of the Estate of:

Case Number PB: _____

an Adult a Minor, deceased

CLAIM AGAINST ESTATE

1. My name and address is: _____

2. The Estate is indebted to me in the amount of \$_____.
3. The basis of my claim is: _____

(NOTE: Complete number 4 or 5 only if either apply to your claim.)

4. The claim is not yet due. It will become due on (date) _____
5. The claim is secured by the following property (describe): _____

6. I am mailing a copy of the Claim against Estate to the Personal Representative, if one has been appointed.

DATED this _____ day of _____ 20____

Signature

Print Name