

STARTING AN ESTATE

1. IS THERE A WILL? WILL NEEDS TO BE (ORIGINAL) SIGNED-DATED-WITNESSED AND NOTARIZED
2. WHAT RELATION ARE YOU TO THE DECEDENT?
3. ARE YOU THE ONE APPOINTED AND CAN SERVE WITHOUT BOND
4. ARE THERE ANY CHILDREN FROM A PREVIOUS MARRIAGE
5. NAMES AND ADDRESS FOR "ALL CHILDREN" AND ANYONE ELSE MENTIONED IN WILL (PARENTS, SIBLINGS, FRIEND, AND ENTITIES)
6. IS THERE ANYTHING IN THE DECEASED NAME ONLY?
7. SCHEDULE AN APPOINTMENT WITH COUNTY CLERKS OFFICE (304-457-2232)

IF THERE IS NOT A WILL

1. WHAT RELATION ARE YOU TO THE DECEDENT?
2. IS THERE ANYTHING IN THE DECEDENTS NAME?
3. WITHOUT A WILL, AND MULTIPLE HEIRS, YOU WILL HAVE TO SIGN AFFIDAVITS TO APPOINT SOMEONE, AND THEY WILL NEED TO BE BONDED FOR VALUE OF THE ESTATE, BY A BONDING COMPANY, OR BY SOMEONE ELSE THAT OWNS REAL ESTATE (JUSTIFICATION OF SURETY). IF YOU LIVE OUT-OF-STATE, YOU WILL NEED TO BE DOUBLE-BONDED.
4. ARE THERE CHILDREN FROM A PREVIOUS MARRIAGE?
5. NAMES AND ADDRESSES OF "ALL" HEIRS, BIOLOGICAL CHILDREN, SPOUSE, PARENTS AND SIBLINGS
6. SCHEDULE AN APPOINTMENT WITH COUNTY CLERKS OFFICE (304-457-2232)

DOCUMENT WHAT IS NEEDED FOR ANY ESTATE

TAX TICKETS OF WHEN THE DECEDENT PASSED AND POSSIBLY THE YEAR BEFORE

COPIES OF THE DEEDS

OBIT

COPY OF THE DEATH CERTIFICATE FROM THE STATE