

## PROBATE DOCKET DOCUMENTS

**Original Wills** – Original Wills, or an “original” copy of the Will if probating a copy, that are offered for probate (or filed and not offered for probate) must be physically filed in the County Clerk’s office within three business days after the application and copy of the will are electronically filed.

**Death Certificates** – A copy of Decedent’s death certificate, or other form of proof per Estates Code §256.052(a)(3), must be filed in every probate case prior to the hearing. You may e-file the death certificate, as we do not need an original, or an original can be sent to the County Clerk along with the original Will.

**Proposed hearing documents (order, oath, proof of death, and other witness testimony that will be signed during or after the hearing)** – Once an application for probate is e-filed and assigned a cause number, proposed hearing documents should be sent to the Probate Auditor for review via email to [avega@wilco.org](mailto:avega@wilco.org).

Proposed orders must include a signature line for the submitting attorney to “approved as to form.” If an attorney ad litem (AAL) is appointed in a probate matter, the proposed order must also include a signature line for the AAL and should be emailed to him/her for review prior to the hearing.

**All hearing documents must be received at least seven (7) days prior to the scheduled hearing.**