

INSTRUCTIONS FOR FILLING OUT FORM

PURPOSE. This form is to be used when the Administrator of the decedent's estate has gathered and determined all property in the estate and has appraised each items value.

FORMS INVOLVED. The form is an **Inventory and Appraisal**. You will need to fill in the necessary information with help from the instructions below and then file the forms with the court.

The Tribal Probate code requires the Administrator to promptly prepare a written inventory of all of decedent's property with each piece of property being itemized for the appraiser to appraise and file an inventory and appraisal with the Court.

The Court will appoint a disinterested and competent person as an appraiser to appraise all of decedent's real and personal property in the estate. The appraiser is required to file an oath of office with the Court stating the appraiser has no interest in the estate and that they will honestly, impartially and to the best of their ability appraise all property in the estate using the inventory and appraisal form provided by the Administrator. The Administrator will itemize and inventory each item of property using the Inventory and Appraisal form. The Appraiser will then appraise and value each item of property using the Inventory and Appraisal form.

Once completed the Administrator is required to file the Inventory and Appraisal with the Court.

In order to complete this form it will be necessary for the Administrator to coordinate with the Appointed Appraiser and to transmit the Inventory list of all property in the decedent's estate subject to the jurisdiction of the Court to the Appointed Appraiser to appraise the listed property.

At this point the appointed Administrator can petition the Court for summary probate of exempt estate if the appointed appraiser's appraises the estate with a value of \$1,500 or less and is to be inherited by the surviving spouse and/or children of the decedent. The Administrator can use the **Petition for Summary Probate of an Exempt Estate** form if the Appointed Appraiser determines the value of the decedent's estate is \$1,500 or less and is to be inherited by the surviving spouse and/or children of the decedent.

INSTRUCTIONS FOR FILLING OUT THE FORM. To fill out this form follow these instructions. The numbers to each instruction below is the number on the blank line on the form where the information for that number needs to be inserted on the form. You can print this page in its entirety or you can scroll down to the form. There will be a blank screen between these instructions and the form and between the form so keep scrolling or just copy this page in its entirety.

Instructions for filling out the Inventory and Appraisal form:

- (1) on this line insert the name of the deceased person whose estate you are seeking to probate.
- (2) on this line insert your name.

- (3) list the personal property of the deceased located on the reservation. This would include cars, household furnishings, jewelry, etc. It does not include real estate.
- (4) list the appraised value of each item of personal property listed in (3).
- (5) list the any real property or real estate that the deceased owned at the time of their death located on the reservation. Do not list any trust property interest. Remember trust property is probated by BIA.
- (6) list the appraised value of all non-trust property listed in (5).
- (7) on this line insert the day.
- (8) on this line insert the month.
- (9) on this line insert the year.
- (10) on this line insert your name by signing.

(3) _____	\$ (4) _____
(3) _____	\$ (4) _____
(3) _____	\$ (4) _____
(3) _____	\$ (4) _____
(3) _____	\$ (4) _____
(3) _____	\$ (4) _____
(3) _____	\$ (4) _____
(3) _____	\$ (4) _____

REAL PROPERTY

VALUE

(5) _____	\$ (6) _____
(5) _____	\$ (6) _____
(5) _____	\$ (6) _____
(5) _____	\$ (6) _____

Dated this (7) ____ day of (8) _____, (9) _____.

That I have prepared the inventory of the all property that is in the decedent's estate. Everything listed is the entire estate of the decedent. I provided a copy to the Appointed Appraiser who appraised each listed inventory.

(10) _____
Administrator

Subscribed and sworn to before me this ____ day of _____, _____.

Notary Public
My commission expires:
(SEAL)

That I was provided the above listed the inventory of the decedent's estate by the Administrator. That my appraisal of each listed inventory is mine after appraising each listed inventory of the decedent's estate.

(10) _____
Appointed Appraiser

Subscribed and sworn to before me this ____ day of _____, _____.

Notary Public
My commission expires:

(SEAL)