

**IN THE PROBATE COURT OF RUTHERFORD COUNTY
AT MURFREESBORO, TENNESSEE**

**SMALL ESTATE PETITION FOR LIMITED LETTERS OF
AUTHORITY FOR ESTATES WITHOUT A WILL**

This petition is to be used to file for an alternative small estate administration of a deceased person's estate pursuant to The Small Estate Act, T.C.A. § 30-4-101 *et seq.*

FILING FEES	FORMS REQUIRED	ADDRESS OF PROBATE COURT CLERK'S OFFICE
WITHOUT WILL: \$182.50 CASH, CHECK OR CREDIT CARD ONLY! (A CREDIT CARD FEE OF 2.25% PLUS \$0.25 IS APPLICABLE TO ALL CREDIT/DEBIT CARD TRANSACTIONS)	<ul style="list-style-type: none">• Small Estate Petition• Consents to serve from ALL heirs in order to waive bond• Death Certificate (certified copy required)	Rutherford County Clerk's Office 319 North Maple St. Ste. 121 Murfreesboro, TN 37130 (615)898-7800 EXT 2

*****Court Hearings are held at the Rutherford County Judicial Building*****

Rutherford County Judicial Building
116 W. Lytle St.
Courtroom 3D
Murfreesboro, TN 37130

**CONSENTS REQUIRED TO BE FILED FOR ALL HEIRS
OF THE DECEASED PERSON**

PLEASE NOTE THAT UNDER The Small Estate Act, T.C.A. § 30-4-101 *et seq.* (2023), IT IS REQUIRED TO FILE CONSENTS FROM ALL HEIRS IN LIEU OF A BOND REQUIREMENT PRIOR TO LIMITED LETTERS OF AUTHORITY BEING ISSUED

Requirements:

- **Value:** Total value of all personal property owned by the deceased at death must be \$50,000.00 or less. Personal property does not include real estate (such as house or land).
- **Residence:** The deceased must have resided in Rutherford County when he or she died.
- **Wait Period:** Forty-five (45) days must have passed since the deceased's death. If you urgently need to access property prior to the end of 45 days, file a request in writing with the Court describing the reasons why expedited access is needed.
- **Authority To File:** In order to have authority to file this petition, you must be an heir at law or have signed consents.
- **Death Certificate:** Certified Copy Required
- **Name of Deceased:** You must state the deceased's full LEGAL NAME, not nickname.
- **Date of Hearing:** You must call the Judge's office at (615)217-1138 to get a hearing date. You will then bring all the original documents with you to court. Following the Court Hearing, you must come to the Rutherford County Clerk's Office to receive your certified copy of the Order. Court costs are Payable to the *Rutherford County Clerk* in cash, check or credit/debit cards. Notice to Creditors are payable by check only. ***Please note: For security purposes, NO bags of any kind are permitted in the Judicial Building.**
- **Dress Code:** You will be appearing before the Judge, so please dress appropriately. (No tank tops, shorts, spaghetti straps, flip flops or clothing with inappropriate writing or designs. Hats and sunglasses must be removed before entering the Courtroom)

PLEASE NOTE

The clerk's office is prohibited from giving you legal advice. If you have any legal questions, we urge you to consult an attorney.

CONSENTS OR BOND NECESSARY

Pursuant to T.C.A. § 30-4-103, the petitioner for the limited letters of authority shall make the bond payable the Rutherford County Clerk.

The amount of bond must be equal to the value of the deceased's property listed in the Petition. Bond is not required if consent forms are obtained from all heirs. Please note: bond will need to be secured and filed with the Clerk before Letters of Limited Authority will be released to the Petitioner. If bond is required, see insurance company to obtain the bond.

**IN THE PROBATE COURT OF RUTHERFORD COUNTY
AT MURFREESBORO, TENNESSEE**

IN RE: _____
ESTATE OF: _____

**SMALL ESTATE PETITION FOR LIMITED LETTERS OF AUTHORITY FOR
A DECEASED'S ESTATE WITHOUT A WILL**

(under authority of T.C.A. § 30-4-101 et. seq.)

I, the undersigned Petitioner, do hereby certify and declare the following is true and correct to the best of my belief, knowledge, and information:

1. My full legal name is _____
2. My mailing address is (include complete address with city/state/zip) _____
3. I **HAVE/HAVE NOT** (circle one) been convicted of any misdemeanors, felonies or served a sentence in a penitentiary.
 If so, please explain _____

My authority to file this Petition for Limited Letter of Authority of a Small Estate is:

- A. I am an heir at law to the deceased.
My relationship to the deceased is- I am his/her _____
- B. All those eligible as an heir at law have consented in writing for me to serve and I am filing those consents with the clerk.
- C. I am filing on behalf of someone (you must attach the letter of authority that gives you that authority, such as a power of

attorney). Please also check the box indicating why the person you are representing would have authority to serve.

4. The deceased's full legal name was _____

5. The deceased died on the ____ day of _____, 20____ at age _____.

6. The deceased's primary address was: _____

7. The deceased died in the County of _____ in the State of _____

8. If death occurred outside the U.S., where did death occur _____

9. The deceased **was/was not** (circle one) an owner of an ongoing business or economic enterprise. If yes, please describe: _____

_____ **By placing my initials here, I confirm that a thorough search for a Will of the deceased person occurred and no Will was found.**

10. DEBTS OF THIS ESTATE

- The deceased did NOT have any unpaid debts at the time of death.
- The deceased left the following known debts that were unpaid at time of death (you may also include the funeral and burial debts):

Creditor Name and Account Number	Creditor's Mailing Address Including City, State and Zip Code	Amount of Debt
		\$ <input type="checkbox"/> NOW PAID
		\$ <input type="checkbox"/> NOW PAID
		\$ <input type="checkbox"/> NOW PAID
		\$ <input type="checkbox"/> NOW PAID
		\$ <input type="checkbox"/> NOW PAID
		\$ <input type="checkbox"/> NOW PAID
		\$ <input type="checkbox"/> NOW PAID

This list is continued on a second sheet I have attached.

11. ASSETS OF THIS ESTATE

- The deceased owned real estate (house, land, etc)
- The deceased did not own real estate.

PLEASE NOTE: THE FILING OF A SMALL ESTATE PETITION IS NOT VALID FOR THE TRANSFER OF REAL ESTATE

By placing my initials here, I certify that the total value of the deceased’s personal property (not real estate), as I’ve specifically listed on the next page, amounts to \$50,000 or less. If I discover that the deceased’s assets were more than \$50,000, I will file a petition with the Court to convert this small estate administration to a full estate administration.

By placing my initials here, I confirm that I understand that as Petitioner of limited letters of this Small Estate, I have no authority to claim, transfer, or distribute any assets owned by the deceased that are not listed below or on additional attached pages. I understand that I may amend this Petition if needed but will need a separate Court Order for it to be effective.

The deceased owned the following items of personal property. Please include those items owned jointly, but not those items owned jointly with a right of survivorship or owned as tenants by the entirety. Also include any life insurance policies payable to the deceased or his/her estate.

#	Type of Asset	Description	Amount
	Please list general category, such as Checking Account, Car, Household furnishings, etc	Please be specific... Include company name; account numbers; year, Make, Model and VIN numbers for vehicles; numbers identifying the instrument, check, or policy, date of note. Please also note location of asset.	If unknown, give best estimate. When estimated, write “Est.” before amount
1			\$
2			
3			
4			
5			
6			

- This list is continued on a second sheet I have attached.
- TOTAL ASSETS (FAIR MARKET ESTATE):** _____

12. HEIRS AT LAW CERTIFICATION

- a) Did the deceased have a SPOUSE that was living at the time of deceased's death? i.e. deceased got married and they never got a legal divorce. YES NO
- b) Did the deceased have a CHILD, GRANDCHILD, GREAT GRANDCHILD, or GREAT-GREAT GRANDCHILD living at the time of deceased's death? Include adopted children, but do NOT include step-children. YES NO

IF YOU CHECKED YES, WRITE THESE NAMES IN THE BOX ON THE NEXT PAGE: WRITE THE SPOUSE'S NAME IF YOU CHECKED YES TO (a) ABOVE, AND IF YOU CHECKED YES FOR (b) WRITE THESE NAMES:

CHILDREN: list only if alive when deceased died

GRANDCHILDREN: list only if alive when deceased died AND that grandchild's parent was a child of deceased who died before deceased.

GREAT-GRANDCHILDREN: list only if alive when deceased died, AND

- 1) that great-grandchild's parent was a grandchild of the deceased but died before deceased AND
- 2) that great-grandchild's grandparent was a child of deceased but died before deceased. (if a great-grandchild would have been an heir but died before deceased, that person's children would be heirs if living when deceased died, and so-on.)

THESE WILL BE THE ONLY HEIRS AT LAW- DO NOT CONTINUE ON THIS PAGE

IF YOU CHECKED NO IN BOTH BOXES ABOVE:

- c) Did the deceased have a PARENT living at the time of his/her death? YES NO

IF YOU CHECKED YES, WRITE THE NAMES OF THE PARENTS LIVING AT THE TIME OF THE DECEASED'S DEATH IN THE BOX ON THE NEXT PAGE.

THESE WILL BE THE ONLY HEIRS AT LAW- DO NOT CONTINUE ON THIS PAGE.

IF YOU CHECKED NO IN ALL BOXES ABOVE:

- d) Did the deceased have a SIBLING (BROTHER/SISTER), or a descendant of the sibling (NIECES/NEPHEWS, GREAT-NIECES/GREAT NEPHEWS, etc.) living at the time of his/her death? YES NO

IF YOU CHECKED YES, WRITE THESE NAMES IN THE BOX ON THE NEXT PAGE:

BROTHER OR SISTER: list only if alive when deceased died.

A NIECE OR NEPHEW: list only if alive when deceased died AND that niece/nephew's parent was a brother or sister of deceased and died before deceased.

GREAT-NIECE/GREAT-NEPHEW: list only if alive when deceased died, AND

- 1) That great-niece/great -nephew's parent was a niece or nephew of the deceased but died before deceased AND
- 2) That great-niece/great-nephew's grandparent was a brother or sister of deceased but died before deceased.

(if a great-niece/great-nephew would have been an heir but died before deceased, that person's children would be heirs if living when deceased died, and so-on.)

THESE WILL BE THE ONLY HEIRS AT LAW.

IF YOU CHECKED NO IN ALL BOXES ON THE LAST PAGE:

- e) Did the deceased have a **MATERNAL GRANDPARENT** (mother's side of the family) living at the time of his/her death? YES NO
- f) Did the deceased have a **PATERNAL GRANDPARENT** (father's side of the family) living at the time of his/her death? YES NO

STEP ONE: IF YOU CHECKED YES TO BOTH: WRITE THE GRANDPARENTS' NAME LIVING WHEN DECEASED DIED IN THE BOX BELOW. THOSE ARE THE ONLY HEIRS AT LAW. GO TO NEXT PAGE.
IF YOU CHECKED YES TO ONE AND NO IN THE OTHER ONE: WRITE THE NAME(S) OF THE LIVING GRANDPARENT(S) AT DECEASED DEATH IN THE BOX BELOW AND PROCEED TO STEP TWO BELOW.
IF YOU CHECKED NO TO BOTH, PROCEED TO STEP TWO BELOW.

STEP TWO: WRITE THESE NAMES IN THE BOX BELOW ONLY IF ALL BOXES ON PRECEDING PAGE WERE CHECKED "NO" AND AT LEAST ONE BOX ABOVE IS CHECKED "NO":

AUNT OR UNCLE: list only if alive when deceased died AND both parents of that aunt or uncle died before deceased.

COUSIN: list only if alive when deceased died AND

- 1) that cousin's parent was an aunt or uncle of the deceased but died before deceased &
 - 2) that cousin's grandparents were also grandparents of the deceased and BOTH died before deceased.
- (if a cousin would have been an heir but died before deceased, that person's children would be heirs if living when deceased died, and so-on.)

_____ By placing my initials here, I confirm to the Court that as Petitioner of this Small Estate, I have provided a copy of this Small Estate Petition and Notice of Hearing to all heirs of the deceased in accordance with the Rutherford County Probate practice.

13. THE HEIRS AT LAW

Name Complete Mailing Address Including City, State and Zip Code E-MAIL ADDRESS IF KNOWN	Relationship to Deceased Current Status
	<input type="checkbox"/> UNDER 18 <input type="checkbox"/> NOW DECEASED <input type="checkbox"/> Consent filed for Waiver of Bond
	<input type="checkbox"/> UNDER 18 <input type="checkbox"/> NOW DECEASED <input type="checkbox"/> Consent filed for Waiver of Bond
	<input type="checkbox"/> UNDER 18 <input type="checkbox"/> NOW DECEASED <input type="checkbox"/> Consent filed for Waiver of Bond
	<input type="checkbox"/> UNDER 18 <input type="checkbox"/> NOW DECEASED <input type="checkbox"/> Consent filed for Waiver of Bond
	<input type="checkbox"/> UNDER 18 <input type="checkbox"/> NOW DECEASED <input type="checkbox"/> Consent filed for Waiver of Bond
	<input type="checkbox"/> UNDER 18 <input type="checkbox"/> NOW DECEASED <input type="checkbox"/> Consent filed for Waiver of Bond
	<input type="checkbox"/> UNDER 18 <input type="checkbox"/> NOW DECEASED <input type="checkbox"/> Consent filed for Waiver of Bond

This list is continued on a second sheet I have attached.

OATH

I AFFIRM UNDER OATH THAT EVERYTHING ON THIS PETITION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND I UNDERSTAND I MAY BE SUBJECT TO THE PENALTY OF PERJURY FOR A FALSE OR MISLEADING PETITION. I AM WILLING TO COLLECT AND PRESERVE ALL ASSETS, PAY ALL CREDITORS, AND DISTRIBUTE TO THE HEIRS. I AM REQUESTING PROBATE OF THE TESTAMENTARY DOCUMENT(S) PRESENTED AND THE LIMITED LETTERS OF AUTHORITY TO ADMINISTER ONLY THE ASSETS IDENTIFIED IN THIS PETITION.

SIGNATURE	Phone #: _____ EMAIL ADDRESS: _____
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STATE OF TENNESSEE)
COUNTY OF RUTHERFORD)

Personally appeared before me, Notary Public/Deputy clerk, the said

_____,
and after being sworn, deposes and says, subject to the penalty of perjury, that the Petition is not false or misleading and that the Petitioner is mindful of all duties imposed upon her or him.

SWORN AND SUBSCRIBED BEFORE ME, THIS ____ DAY OF _____, 20____.

NOTARY PUBLIC/DEPUTY CLERK: _____

COMMISSION EXPIRATION: _____

ORDER

Bond must be posted in the amount of \$_____.

Bond is excused:

APPROVED this _____ day of _____, 20_____.

Hon. Toby Gilley, Judge

I, Lisa Duke Crowell, Clerk for the Probate Court of Rutherford County, Tennessee, certify that this is a court of record; that this is a true, full and correct copy of the Small Estate Petition For Limited Letters of Authority for Estates Without A Will filed in this Court; that this Petition and Order is still in full force and effect as of one year from the issue date; and that the original of the Petition and Order is on file in the Office of the County Clerk for Rutherford County, Tennessee.

Date: _____
Clerk or Deputy Probate Clerk

IN THE PROBATE COURT OF RUTHERFORD COUNTY

MURFREESBORO, TENNESSEE

AFFIDAVIT FROM THE HEIRS &

CONSENT TO SERVE WITHOUT BOND

IN THE ESTATE OF :

_____ Deceased

I, _____, beneficiary of the above-referenced estate, do hereby waive my appointment as the Personal Representative of this estate and consent to the appointment of _____ as Personal Representative of the estate, and I further state to the Court that this appointment shall be WITHOUT SURETY BOND.

This the _____ day of _____, 20_____

Signature: _____

Address: _____

Phone: _____

Sworn to and subscribed before me this, _____ day of _____, 20_____.

Notary Public

Commission Expiration Date

IN THE PROBATE COURT OF RUTHERFORD COUNTY

MURFREESBORO, TENNESSEE

AFFIDAVIT FROM THE HEIRS &

CONSENT TO SERVE WITHOUT BOND

IN THE ESTATE OF :

_____ Deceased

I, _____, beneficiary of the above-referenced estate, do hereby waive my appointment as the Personal Representative of this estate and consent to the appointment of _____ as Personal Representative of the estate, and I further state to the Court that this appointment shall be **WITHOUT SURETY BOND.**

This the _____ day of _____, 20_____

Signature: _____

Address: _____

Phone: _____

Sworn to and subscribed before me this, _____ day of _____, 20_____.

Notary Public

Commission Expiration Date

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MURFREESBORO, TENNESSEE

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Address: _____

Phone: _____

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Notary Public

Commission Expiration Date