

# HOUSTON COUNTY PROBATE COURT

201 NORTH PERRY PARKWAY • POST OFFICE BOX 1801 • PERRY, GEORGIA 31069-1801  
PHONE 478-218-4710 • FAX 478-218-4715

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KRISTEN W. HARRIS, JUDGE

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## Steps in Probating a Will

### **Select and complete the necessary petition**

Have **ALL** signatures **NOTARIZED**

Return **completed** petition, **Original Will**, copy of death certificate and a check or money order in the amount of \$130.00 for the filing fee. (There will be a remaining balance of court costs which must be paid before letters of testamentary can be issued) **The Court requires that the original documents be filed by mail or in person.**

**\*Additional fees may apply (legal ad in newspaper to unknown or missing heir, sheriff service fee to heir in Georgia, certified mail fee to heir out of the state of Georgia or out of country) according to your particular circumstance\***

**\*Total court costs will usually average \$200.00 to \$250.00\***

Once our office receives the completed petition along with the appropriate fees and the petition is processed, we will then contact the petitioner to schedule an appointment for he or she to take an oath. Once appointed, the court will issue certified letters which will allow he or she to carry out any business pertaining to the estate.

Clerks of the probate court may **NOT** answer any questions or provide any assistance in completing the petitions. If you have any questions about completing your petition, please consult an attorney.