

Local Practice Notes

- A family tree is required in all estates;
- If corrections are required, the original documents will not be returned. The corrections may be made by either submitting an affidavit of correction or by submitting a new, amended document.
- The use of an a/k/a for all parties is necessary when the papers reveal a discrepancy in the name of a particular individual. For example, this can occur when a middle initial is used in one place and a middle name is used in another place, or when an individual's name has been changed.
- The venue of all acknowledgments must indicate the proper state and county where a document was signed and notarized.
- Death Certificates shall be filed in all new estates; however, the court will accept an electronically filed death certificate in an e-filed estate.