

## WILLS FOR SAFEKEEPING

A person may, during his or her lifetime, place a will with the Surrogate's Court. This is called placing a will for "safekeeping." Wills filed for safekeeping are held in the Court's vault and are kept confidential. The Court is NOT permitted to search for, or discuss, wills held in safekeeping over the phone.

If you have filed your will for safekeeping and would like to either remove it from our vault or replace it with a more recent, original will, you must come to the Surrogate's Court in person and present two forms of identification. The Court may only release the will to you if it is your will (i.e., you are the testator), or if you are obtaining the will as the testator's agent. An agent must likewise appear in person, with two forms of identification, and a completed, acknowledged "Request for Delivery of Will Held for Safekeeping to Testator's Agent" form.

If you would like to inquire whether a deceased person placed a will with the Court for safekeeping, you must provide a certified copy of that individual's death certificate. You may either bring the certified death certificate to the Court in person or mail the death certificate to the Court (Suffolk County Surrogate's Court, Attn: Cashier, 320 Center Drive, Riverhead, New York 11901) with a letter indicating your request. If a will is located, the Court will retain the death certificate and file the will as public record.

SURROGATE'S COURT - SUFFOLK COUNTY

REQUEST FOR DELIVERY OF WILL  
HELD FOR SAFEKEEPING TO TESTATOR'S AGENT

**TO THE CHIEF CLERK OF THE SURROGATE'S COURT:**

I, \_\_\_\_\_, of \_\_\_\_\_  
the testator named in Will made by me dated \_\_\_\_\_, which was  
deposited in the Surrogate's Court for safekeeping on \_\_\_\_\_, hereby  
ORDER AND DIRECT that said Will be delivered to \_\_\_\_\_ of  
\_\_\_\_\_, who is my (circle one) agent/attorney for that purpose, and  
I authorize him/her to receive such Will and give a receipt for the same.

\_\_\_\_\_  
Signature of Testator

Dated: \_\_\_\_\_

**ACKNOWLEDGMENT**

STATE OF NEW YORK )  
COUNTY OF SUFFOLK )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me personally came  
\_\_\_\_\_ to me known and known to me to be the individual  
described in and who executed the foregoing instrument and acknowledged that  
he/she executed the same.

\_\_\_\_\_  
Notary Public