

FORMAL PROBATE AND APPOINTMENT PROCEEDINGS

Follow the steps below:

1. No forms are available at this time.
2. Contact the Pima County Bar Association for forms <hyperlink to contact information>

2. File the necessary documents with:
Probate Clerk
Pima County Superior Court
110 W. Congress, 1st Floor
Tucson, AZ 85701
-and-
Pay the filing Fee <hyperlink to Clerk's fees

4. a. On the day of the hearing, the Commissioner will hear testimony and will make a ruling on the appointment of a Personal Representative.

b. If the Petition is contested/objected, <hyperlink to form entitled: *Objection to Document filed*> the Commissioner will transfer the case to the Presiding Judge. A status and scheduling conference will be set on the Presiding Judge's calendar in about 2-3 weeks. At the scheduling conference, the Presiding Judge will set a trial/evidentiary hearing date.

3. The Clerk will send the documents to a Commissioner for review. The Commissioner's JAA will set a date and time on the "Notice of Hearing" and a copy will be mailed to the Petitioner.

[add picture]