

**KENT COUNTY REGISTER OF WILLS
REQUEST FOR SMALL ESTATE AFFIDAVIT VIA MAIL**

REQUIREMENTS: To be eligible for a small estate affidavit by mail:

1. The decedent must NOT solely own real estate.
2. The decedent must have less than \$30,000 in assets (if date of death is before 2004, less than \$20,000).
3. The requester must be the named executor in a valid, self-proven, original will. If there is no valid will, the requester must be the closest next of kin to the decedent (according to Delaware law).
4. The requester must have a valid reason why they cannot obtain the affidavit in person.
5. The requester cannot be a convicted felon.

*****NOTE: The affidavit cannot be notarized or used until 30 days from the date of death.*****

Instructions:

1. If there is a will that has not been previously filed, include the original along with this request form . If the will has been previously filed; please provide us with the ROW File # _____.
2. Mail with a check or money order to Register of Wills, 555 S. Bay Road, Dover, DE 19901.
3. Mail with an original or certified copy of the death certificate (Unfortunately, we cannot return the death certificate if it is being filed with an original will).
4. Include a copy of the front and back of the requestor's driver's license (or other acceptable photo ID).

PLEASE COMPLETE ALL ITEMS BELOW:

1. Full Name of decedent (*must be a Kent County resident*) _____
2. Relationship between requester and decedent: _____
(Must be the named executor or, if there is no will, the closest next of kin. Renunciations cannot be accepted.)
3. Full Name of the requester: _____
4. Full Address of the requester: _____
Email Address: _____ Telephone #: _____
5. Is there a valid Will? ___ Yes ___ No. *If yes, mail the **original** Will to be filed permanently in the Register of Wills.*
6. Number of small estate affidavits: _____ Amount enclosed: _____
(*\$10 for the first affidavit, and \$5 for each additional affidavit requested at the same time, \$2 per page for original Will, \$1 for death certificate, **plus \$1 for postage.** Please make check payable to 'Register of Wills'.*)
7. List each asset(s) separately and dollar amount of each asset(s), e.g. Wells Fargo bank checking account =\$500.00; Car = \$3000, etc.:

8. State reason the affidavit must be obtained through the mail instead of in-person: _____

9. Has the requester ever been convicted of a felony? _____ Yes _____ No

Date _____

Requester signature (no notary required)

NOTE: Please take note that an affidavit received by mail will NOT be able to be used until it is properly notarized and 30 days have passed since the date of death. Upon receipt of the affidavit, you must take it to a notary and sign the affidavit in front of them. Failure to fill out this form correctly or to supply all necessary materials will delay your receipt of the affidavit. If you have any questions, please call (302) 744-2330