



## 1. OPEN PROBATE

File Will within 30 days of death in County where decedent lived.



## 2. EXECUTOR APPOINTED

Paperwork filed; Court appoints Executor. Probate Bonds posted to ensure Executor will fulfill their duties and comply with Illinois Laws. **Will is public record and viewed by anyone.**



## 3. LETTERS OF OFFICE ISSUED

Judge signs order declaring heirship and issues Letters of Office; Letters of Office allows Executor to begin gathering assets.



# Illinois Probate Process



## 4. MARSHALL ASSETS

Executor locates and safeguards assets (bank accounts, investments, personal property, real property, debts, liabilities). Executor appraises real property and obtains Date of Death values (fair market value).



## 5. NOTICE TO CREDITORS

Executor must publish notice of death to unknown creditors in a newspaper. **Probate is stalled for 6 Months for creditors to make any claim against estate.**



## 6. PAY DEBTS & LIABILITIES

Executor pays debts by liquidating assets and files income tax return.



## 7. DISTRIBUTION TO BENEFICIARIES

**After 6 month claims period**, Executor distributes remaining assets to beneficiaries.



## 8. CLOSE ESTATE

Executor asks the Probate Court to close estate.