

KENT COUNTY PROBATE COURT

INSTRUCTIONS FOR THE PETITION AND ORDER FOR ASSIGNMENT

If a decedent's estate consists of property valued at \$27,000 or less, the Court may issue an order that a decedent's property be assigned in the following manner:

1. The surviving spouse, if any, or
2. Upon the showing of evidence that the funeral expenses were paid, to the person who paid the funeral expenses to the extent of the payment, and the balance to the spouse. If there is no spouse, to the decedent's heirs. The total value of decedent's property remaining after payment of funeral and burial expenses must not exceed \$27,000.

The Petition for Assignment, form [PC 556m](#), must be completely filled out on both sides. The Order for Assignment, form [PC 556o](#), a copy of the death certificate, and the receipt for paid funeral and burial expenses must also be attached. Careful attention must be given to the list of names and the relationships of the heirs, i.e., children of a deceased sibling are entitled to their parent's share. The decedent must have been either a Kent County resident or a non-resident of Michigan who left property in Kent County.

CHECKLIST FOR PETITIONER

- The Petition for Assignment is complete and signed, with a proposed Order for Assignment
- Protected Personal Identifying Information ([MC 97](#))
- The total (gross) value of the estate after burial expenses does not exceed \$27,000
- A copy of death certificate is attached
- A copy of paid funeral and/or burial statement(s) are attached (with receipt showing payor)
- Filing fee and inventory fee payable to Kent County Probate Court are enclosed:

Filing Fee	\$	25.00	(required)
Certified Copy Fee	\$	12.00	(required)
Inventory Fee	\$	_____	(The inventory fee is based on total assets. Call the Court for the correct amount or use inventory fee calculator online at the website listed below.)
Total Enclosed:		\$	_____

NOTE: For 63 days from the date of the order, the share of each heir other than a surviving spouse or minor child shall be subject to any unsatisfied debt of the decedent up to the value of property received through the order.

CHECKLIST FOR COURT STAFF

- Records have been checked - no prior proceeding
- Petition is complete and verified
- Value does not exceed \$27,000
- Venue is proper (copy of death certificate is attached)
- Copy of paid funeral statement is attached
- Property is assigned to the proper heir(s)
- Fees are paid
- Certified copy has been furnished to Petitioner

Kent County Probate Court
180 Ottawa NW, Suite 2500, Grand Rapids, MI 49503
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Email: probatecourt@kentcountymi.gov
<https://www.accesskent.com/Courts/Probate/>

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