

**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 requestor must be the named executor in a valid, self proven, original will. If there is no valid will, the requestor must be the closest next of kin to the decedent (according to Delaware law).
4. The requestor must have a valid reason why they cannot obtain the affidavit in person.
5. The requestor cannot be a felon.

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

Instructions:

1. If there is a Will, include the original along with this request form (if it has not been previously filed). If the Will has been previously filed; please provide us with the ROW File # _____.
2. Mail with a check 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 the 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: _____
2. Relationship between requestor and decedent: _____
(Must be the named executor or the closest next of kin if there is no will)
3. Full Name of the requestor: _____
4. Full Address of the requestor: _____

Telephone #: _____
5. Is there a valid Will? _____ Yes _____ No. *If yes, mail the original Will to file in 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, \$1 per page for original Will **plus \$1 for postage**. Please make check payable to 'Register of Wills').*
7. Why do you need a small estate affidavit? _____

8. State reason the affidavit must be obtained through the mail instead of at the office: _____

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

Date _____

Requestor (signature)

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