

***NOTE: THIS AREA OPERATES BY APPOINTMENT (SEE BELOW).**

Probate Information :

Appointments are limited to 2 people or the absolute minimum required to complete the process.

Appointments must be scheduled at least 24 hours in advance. Call Kimber at 570-327-2258 starting at 10:30 am daily to schedule.

Everyone must be on time for their appointment or you may be rescheduled. Please call if you are unable to make your appointment.

To expedite the process, if represented by an attorney, it is required to email copies of documents at least 24 hours in advance. This is very important. If we do not have these items 24 hours in advance, you may have to reschedule.

Email the following to Kimber (ksmith@lyco.org) at least 24 hours in advance:

- a.) Decedent's Will-submit only if you have the original will in your possession.
- b.) Completed probate petition (value of estate and the number of Short Certificates needed).
- c.) Death Certificate ,
- d.) Any documents necessary to proceed to open the estate (Renunciations, Original Copies of Death Certificates and Affidavits, etc...). PLEASE PROOF DOCUMENTS FOR COMPLETENESS AND ACCURACY BEFORE EMAILING AND PLEASE BE SURE EVERYTHING IS INCLUDED.