

# Checklist: Items to Bring to Your Probate Appointment at the Fairfax Circuit Court

- ☐ **Original Will & Codicils, if applicable.** *These will be retained by the Clerk.*
- ☐ **Certified copy of the death certificate.** *This will be returned.*
- ☐ **Approximate value of any solely held asset(s).**
- ☐ **Names, ages & addresses of the heirs-at-law.** *Heirs at law are the decedent's closest relatives, pursuant to [§64.2-200](#). They may be different than the Will's beneficiaries.*
- ☐ **Valid photo identification**
- ☐ **Payment in the form of cash, check, Visa or MasterCard for probate tax & fees.** *There is a 4% service fee for each credit card transaction.*
- ☐ **If you need to serve as the personal representative of the estate and you aren't a Virginia resident, please bring a Virginia resident with you.**
- ☐ **If the decedent died in a nursing home, please bring the address of the decedent's residence prior to entering the nursing home.**



Fairfax Circuit Court, Probate Division, 4110  
Chain Bridge Road, #401, Fairfax, VA 22030