

## Paperwork for a Citation

In order for a Citation to be prepared, a Petition for Citation, also referred to as a Petition for Citation to Show Cause must be filed with the Register of Wills office. There is no form for this document and it is to be drafted up by the filing party. Below is the information that is required to be included within the Petition:

- A detailed background of the situation regarding why a Citation must be prepared
- Information on the decedent and Petitioner
- Name and relationship of the heirs that the Petitioner would like to serve
- Name of the individual that the Petitioner would like appointed as Administrator

Once the Petition is accepted and filed with our office, with the appropriate filing fee, a Preliminary Order of Citation will be created by our office and sent to the Petitioner for service.