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How to Complete a Pennsylvania Renunciation

Renunciation of Right to Serve as Executor or Administrator

INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR DOCUMENT.

About this form. When someone dies, the Register of Wills appoints a personal representative to settle the estate. If you are named as executor, or have priority to serve as administrator, and do not want to serve, you sign this renunciation so someone else can be appointed. The Register of Wills usually requires it to be notarized or signed in the Register's office.

1. **Identify the estate**
   County, decedent's full name, date of death and last address.
2. **Choose executor or administrator**
   Executor if you are named in a will; administrator if there is no will.
3. **Nominate someone (optional)**
   You may request that letters be granted to another person.
4. **Sign before a notary**
   Bring a current photo ID. Some counties also want a witness.

Signing requirements: Signed by the person renouncing, usually before a notary. Check your county Register of Wills for any added requirements.

After It's Signed

- Give the original to the person filing the probate petition so it can be filed with the Register of Wills.
- Renouncing the role does not give up your inheritance.

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Have questions about your Renunciation? To consult with an attorney, contact **Gavrilov & Brooks Law Firm** at **(916) 504-0529** or **www.gavrilovlaw.com**.

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RENUNCIATION

Register of Wills • Commonwealth of Pennsylvania • 20 Pa.C.S. § 3155

Register of Wills of (county)

Estate of (decedent full name) | Date of death

Decedent's last address

I, the undersigned, state that my relationship to the decedent is:

Relationship (e.g., spouse, child, named executor)

I hereby renounce my right to serve (check one):

☐ As executor (personal representative) named in the decedent's will dated:

Date of will

☐ As administrator of the estate (letters of administration).

I request (optional) that letters be granted to the following person:

Name of person | Address

I understand that this renunciation does not affect any right I may have to inherit from the estate as a beneficiary or heir.

X

Signature of person renouncing | Date

Printed name | Address

WITNESS (if required by your county)

X

Witness signature | Date

Witness printed name

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ACKNOWLEDGMENT

COMMONWEALTH OF PENNSYLVANIA

COUNTY OF _____

This record was acknowledged before me on _____ (date) by _____ (name(s) of individual(s)).

X _____
Signature of notarial officer

_____
Title of office (e.g., Notary Public)

_____ _____
My commission expires Commission number

(Notary seal)

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