



TITLE REQUIREMENTS

WHEN UTILIZING LETTERS OF ADMINISTRATION OR TESTAMENTARY

When we are presented with Letter of Administration or Testamentary with ***full authority***, we will require the following:

- a. Certified Letters for Recording
- b. A copy of the Notice of Proposed Action
- c. Letter from the attorney that there have been no objections
- d. Copy of the Petition—to identify who the heirs are and if they received notice of the petition
- e. Consents from the Heirs may be necessary

If only ***limited authority*** is given, we will require:

- a. Certified Letters for Recording
- b. Order to Sell
- c. Letter from attorney that there are no objections
- d. Copy of the Petition—to identify who the heirs are and if they received notice of the petition
- e. Consents from the Heirs may be necessary

