

## JUDGE ELINORE MARSH STORMER

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### PLEASE READ CAREFULLY

When you file an inventory or accounting with the Court, it is automatically set for a hearing to approve it. You **must** send a copy of the hearing date with a copy of the inventory or accounting to all of the heirs or beneficiaries. Then, you must file a *Certificate of Service* or statement telling the court that you have done so.

If all the heirs or beneficiaries sign a waiver of the hearing and you file it with the Court, the hearing date will be cancelled. Heirs or beneficiaries do not have to come to the hearing if they do not object to the inventory or accounting

In all estates where the fiduciary is represented by counsel, the attorney for the fiduciary shall file with the court an appropriate statement of compliance, noting the method of compliance, and attaching the original signed waivers, and/or proof of delivery **at least five (5) business days prior to the hearing date.**

**IF YOU DO NOT HAVE A LAWYER, at least five (5) business days before the hearing date,** you must file proof that you mailed the notice of the hearing and/or the inventory/accounting if necessary to all of the heirs or beneficiaries, unless you have collected waivers. A proof of service can be the actual Domestic Return Receipt (Form PS 3811) or computer printout of the "Track and Confirm" function of the U.S. Postal Service (or equivalent from another vendor). You must bring or send the waivers or proof of service to the Court so that we receive it five business days before the hearing.

If you have not properly served these documents, the court will not be able to approve your filings and the hearing will be reset. If there is a continued failure to file the documents, you may be cited for contempt of court

If you have questions, please call 330-643-2337 or email [accounts@summitohioprobate.com](mailto:accounts@summitohioprobate.com)