

**PETITION TO ENTER AND EXAMINE  
SAFE DEPOSIT BOX AND FOR ORDER  
AUTHORIZING DELIVERY OF CERTAIN CONTENTS**

GEORGIA, \_\_\_\_\_ COUNTY

To the Honorable Judge of the Probate Court:

The petition of \_\_\_\_\_, whose mailing address is \_\_\_\_\_, respectfully shows to the Court:

1.

On \_\_\_\_\_, \_\_\_\_\_, whose place of domicile was \_\_\_\_\_ died. Sufficient proof of such death is submitted herewith in the following form(s): ( ) certified copy of death certificate; ( ) copy of obituary published in the \_\_\_\_\_ (newspaper); ( ) order of funeral service from a local church, synagogue, temple, mosque or funeral home; ( ) written statement from funeral home in possession of the bodily remains of decedent; ( ) written confirmation of death from coroner, hospital, or skilled care nursing facility; or ( ) (other) \_\_\_\_\_.

2.

The decedent had contracted the use of the following safe deposit box(es) at the following financial institutions located in the State of Georgia:

Financial Institution	Address	Box No(s).
_____	_____	_____
_____	_____	_____
_____	_____	_____

3.

Petitioner, whose relationship to decedent is \_\_\_\_\_, desires to open and examine the contents of such safe deposit box(es) and to have delivered to the appropriate person(s) or entity(ies) certain contents thereof in accordance with Georgia law.

**WHEREFORE**, Petitioner prays that an Order issue directing the above named financial institution(s) to permit Petitioner to open and examine the contents of such safe deposit box(es) in the presence of an officer of the financial institution, and, if requested by Petitioner, directing such financial institution(s):

(1) To remove from any safe deposit box any writing purporting or appearing to be a Last Will and Testament of the decedent and to deliver same to this Court;

(2) To remove from any safe deposit box any writing purporting to be a deed or permit to a burial or cemetery plot or to give burial instructions and to deliver same to Petitioner;

(3) To remove from any safe deposit box any insurance policy or policies on the life of the decedent and to deliver same to the beneficiary named in each such policy; and

(4) Within five banking days after a copy of this Order is presented, to permit Petitioner, the presence of an officer of the financial institution, to inventory the contents of any safe deposit box, which inventory shall be reduced to writing signed by the Petitioner and the officer of the financial institution in whose presence same was taken, a copy of which shall be retained by the financial institution and a copy of which may be filed with this Court.

\_\_\_\_\_  
Sworn to and subscribed before me,

\_\_\_\_\_  
on \_\_\_\_\_

\_\_\_\_\_  
Clerk of Probate Court or Notary Public

\_\_\_\_\_  
PETITIONER

Address:

\_\_\_\_\_  
Telephone:

### ORDER OF COURT

Upon consideration of the within and foregoing petition, it appearing to the Court that satisfactory proof of death of the named decedent has been presented by Petitioner,

**IT IS, THEREUPON, ORDERED AND ADJUDGED** that each of the financial

institutions named in the petition shall, upon presentation by the Petitioner of a certified copy of this Order, permit the Petitioner, \_\_\_\_\_, to open and examine, **in the presence of an officer of the financial institution**, the contents of any safe deposit box(es) at such financial institution leased in the name of \_\_\_\_\_, decedent, or to which the decedent had sole access at the time of the death of the decedent, and

**IT IS FURTHER ORDERED** that, if requested by Petitioner, each such financial institution shall:

(1) Remove from any safe deposit box any writing purporting or appearing to be a Last Will and Testament of the decedent and **shall deliver same to this Court**;

(2) Remove from any safe deposit box any writing purporting to be a deed or permit to a burial or cemetery plot or to give burial instructions and shall deliver same to Petitioner;

(3) Remove from any safe deposit box any insurance policy or policies on the life of the decedent and shall deliver same to the beneficiary named in each such policy; and

(4) Within five banking days after a copy of this Order is presented, permit Petitioner, **in the presence of an officer or employee of the financial institution**, to inventory the contents of any safe deposit box, which inventory **shall** be reduced to a writing signed by the Petitioner and the officer or employee of the financial institution in whose presence same is taken, a copy of which **shall** be retained by the financial institution and a copy of which **shall** be promptly filed with this Court by the financial institution or the Petitioner.

**SO ORDERED**, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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**JUDGE, PROBATE COURT**

Filed: \_\_\_\_\_

Date

\_\_\_\_\_  
CLERK

**INVENTORY OF SAFE DEPOSIT BOX  
PURSUANT TO PROBATE COURT ORDER**

**Financial Institution:** \_\_\_\_\_

**Safe Deposit Box No(s).** \_\_\_\_\_

**Decedent:**  
\_\_\_\_\_

In compliance with Order of the Probate Court of \_\_\_\_\_ County, dated \_\_\_\_\_, the Petitioner, \_\_\_\_\_, and I, \_\_\_\_\_, as the authorized officer or employee of the above-named financial institution, did on the date shown below, **in each other=s presence**, enter into the safe deposit box(es) shown above and did perform an inventory of the contents thereof, which consisted of the following described items (list and briefly described contents):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Attach additional sheets or copies of this page if needed).

**No items** found in the safe deposit box(es) were removed therefrom, **except** (indicate any items removed and identify the person to whom same were delivered):

A writing purporting or appearing to be a Last Will and Testament of the decedent, which was delivered by the financial institution to the Probate Court of Bibb County.

**[NOTE: Do NOT deliver a purported will to the petitioner. It is the responsibility of the financial institution to delivery same to the probate court.]**

A writing purporting to be a deed or permit to a burial or cemetery plot or appearing to give burial instructions, which was **delivered to Petitioner**.

The following insurance policy/policies on the life of the decedent were delivered to the beneficiaries named in each such policy, as noted:

Company, Policy Number, and Face Amount	Beneficiary Receiving Policy
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_____	_____
_____	_____
_____	_____

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A copy of this Inventory will be filed by the (\_\_\_\_) petitioner or by the (\_\_\_\_) financial institution with the Probate Court of \_\_\_\_\_ County within three (3) days after this date.

**Date:** \_\_\_\_\_.

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Petitioner

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Officer/Employee of Financial  
Institution