

SEALED WILL REPOSITORY INFORMATION

Kitsap County Clerk's Office
614 Division Street, Room 202
Port Orchard, WA 98366

A Will* can only be deposited in the Clerk's Sealed Will Repository while the testator (the person who made the Will) is living. The purpose of depositing a Will with the clerk is to provide a safe place for it/them. It is **not** required by law that a Will (be deposited with the clerk. The acceptance of a Will for safekeeping by the clerk in no way ensures the validity of any provision contained in the Will, nor does acceptance in any way enhance the force or effect of the Will.

*Any Codicil(s) executed by the testator can also be deposited in the Clerk's Sealed Will Repository and will be treated in the same manner under these procedures. Each subsequent filing, however, will be subject to a new filing fee (currently, \$20.00).

Any Will deposited in the Clerk's Sealed Will Repository is a sealed document before the testator dies and cannot be released except to the testator upon proper identification. Once withdrawn, any future deposits (including the previously-deposited Will) will be handled as a new and separate transaction, including payment of a new filing fee.

Any other person, including an attorney-in-fact or guardian of the testator, may withdraw the original Will only upon court order after showing good cause.

It is very important to keep a copy of your Sealed Will Repository Cover Sheet with your other important/legal papers so those handling your final arrangements can easily locate your original Will and arrange to have it filed with the court having jurisdiction (whether or not probate proceedings will be commenced) pursuant to RCW 11.20.010.

Once the testator has passed, any person may seek to withdraw the original Will from the Clerk's Sealed Will Repository as follows:

1. If it is not known whether or not the testator's Will (and Codicil(s), if applicable) was deposited into/remains in the Clerk's Sealed Will Repository: our office can perform a records search upon presentation of a certified copy of the testator's death certificate and payment of the Clerk's records search fee (currently, \$30.00).
2. If withdrawing from the Sealed Will Repository for immediate re-filing as a public record with Kitsap County Superior Court, the Will (and Codicil(s), if applicable) can be withdrawn upon presentation of a certified copy of the testator's death certificate and payment of the filing fee (currently, \$20.00 for a will-only filing; \$240.00 for probate filing).

3. If withdrawing from the Sealed Will Repository, but not immediately re-filing as a public record with Kitsap County Superior Court, the Will (and Codicil(s), if applicable) can be withdrawn upon presentation of a signed court order authorizing its withdrawal. Our office has forms you can purchase to seek withdrawal of a Will from the Sealed Will Repository, and the completed forms can be presented to a judicial officer at an ex parte hearing (ex parte hearings are currently held Monday through Friday at 8:30 a.m., and Mondays, Thursdays, and Fridays only at 3:30 p.m.)

KITSAP COUNTY SEALED WILL REPOSITORY COVER SHEET

CAUSE NUMBER: 23-4-02000-18

The purpose of depositing a will with the clerk is to provide a safe place for the will. It is not required by law that a will be deposited with the clerk. The acceptance of a will for safekeeping by the clerk in no way ensures the validity of any provision contained in the will, nor does acceptance in any way enhance the force or effect of the will. This will is a sealed document before the testator dies and cannot be released except to the testator upon proper identification. Any person, including an attorney in fact or guardian of the testator, may withdraw the original will so filed only upon court order. Upon request and presentation of a certified copy of the testator's death certificate, the will may become a matter of public record.

Attorney Name: _____ Attorney Bar No.: _____

FOR IDENTIFICATION PURPOSES ONLY, COMPLETE THE TESTATOR'S INFORMATION BELOW: (PLEASE PRINT)

Testator's full legal name: _____
(last, first, middle)

Date of Birth: _____ Social Security Number: _____
(mm/dd/yyyy) *(last four digits only)*

Birth Place: _____
(city and state or city and foreign country)

Driver's License: _____
(number and state or country where issued)

Father's Name: _____
(first, middle, last)

Mother's Maiden Name: _____
(first, middle, last)

Date: _____

Signature of Testator or Depositor

Print Name

Address

City, State and ZIP

WITHDRAWAL OF WILL
(Keep attached to Will Repository Cover Sheet)

Withdrawal of Will – Testator Only

I, (name) _____, have withdrawn my original Will
 and Codicil(s). I understand this completes this record and any future deposits will be
handled as a new and separate transaction.

Date: _____
Signature of Testator _____

Clerk's Initials or Signature: _____

Withdrawal of Will – Person Other Than Testator

I, (name) _____, acknowledge receipt of the Last Will and
Testament and Codicil(s) of (testator's name) _____:

For immediate filing in Kitsap County Superior Court Case # _____.

Pursuant to Court Order entered (date order entered): _____.

Date: _____
Signature of Person Withdrawing Will _____

Clerk's Initials or Signature: _____