

Data Elements

1. Estate number assigned by the court.
2. Name of decedent.
3. Date of decedent's death.
4. Check appropriate box for person submitting affidavit.
5. Check if no notice was required.
6. Check box if notice required.
7. Name of individuals who were notified pursuant to § 64.1-122.2.
8. Address of persons identified in Data Element No. 7 where notice was mailed or delivered.
9. Date when notice was mailed or delivered.
10. Check box and insert name of spouse, heir at law or beneficiary named in the decedent's will whose address could not be obtained.
11. Check box and describe the person who may be an heir or beneficiary whose name and address could not be obtained.
12. Date when affidavit completed.
13. Signature of person making affidavit.
14. State where affidavit was sworn to.
15. City or county where affidavit was sworn to. Check appropriate box.
16. Date affidavit subscribed and sworn to.
17. Print name of person making affidavit (signatory).
18. Date form acknowledged by clerk, deputy clerk or notary public.
19. Name of person acknowledging affidavit. Check appropriate title box.
20. Insert registration number if acknowledged by notary.
21. Insert date commission expires if acknowledged by notary.
22. Name of circuit court where recorded.
23. Date affidavit recorded.
24. Signature of Clerk of court or type name if recorded by a deputy clerk
25. Signature of a deputy clerk, if applicable.