

Richmond County Probate Court

Estate Research or Copy Request

Date Requested:	Requested by (Your Name):		
Estate No.:	Estate Name:	Date of Death:	
☐ Requested In Person ☐ I have enclosed a self-addressed and stamped envelope so the copies can be mailed to me	Telephone Nos:		
	<i>You are required to provide a self-addressed and stamped envelope with every mailed request.</i>		
Full Mailing Address: 			
☐ Money Order Enclosed \$10.00 Research Fee Required per estate; \$1.00 /page for copies; \$10.00 for certified copies plus \$1.00/ page \$15.00 for exemplified copies plus \$1.00/page Money Order No.: _____ Amount: _____ No personal checks; No cash will be accepted by mail			

I am requesting:

# of copies	Description	Plain Copies \$1/page	Certified Copies \$10.00 plus \$1/page <i>not including 1st page</i>	Exemplified Copy \$15.00 plus \$1/page <i>not including 1st page</i>	Cost
	Letters Testamentary	☐	☐	☐	
	Letters of Administration	☐	☐	☐	
	Letter of Guardianship Minor / Adult	☐	☐	☐	
	Last Will and Testament	☐	☐	☐	
	Entire Proceeding or File	☐	☐	☐	
	Other:	☐	☐	☐	
	Research Fee Required				\$10.00
	TOTAL OWED Money Order Only				

Mail to: Richmond County Probate Court
 735 James Brown Blvd, Suite 1000
 Augusta, Georgia 30901