## Lucas County Probate Court

700 ADAMS STREET, SUITE 200, TOLEDO, OHIO 43604-5660 TELEPHONE (419) 213-4775 FACSIMILE (419) 213-4764 email: info@lucasprobate.org www.lucasprobate.org

JACK R. PUFFENBERGER JUDGE

SUSAN A. BRAITHWAITE COURT ADMINISTRATOR

NANCY A. MILLER CHIEF MAGISTRATE



MAGISTRATES

TREVOR N. FERNANDES STEVE CASIERE NEDAL N. ADYA MARGARET M. WEISENBURGER

Dear Appraiser;

In order to be added to our records as an approved appraiser you must follow the instructions outlined below. Please remember it is your responsibility to submit a new Appraiser Request form to the Court upon any changes to your contact information or status as an appraiser.

Submit the following documents:

- 1. A request letter asking to be placed on the court approved real estate or personal property list.
- 2. An updated resume.
- 3. A typed and signed Appraiser Request form.

Completed forms may be submitted via postal mail to the court at the address at the bottom of the form or you may scan and email the **signed** form to <u>sbraithwaite@lucasprobate.org</u>.

Applicants will receive an appointment letter in the mail that will allow them to begin appraising. Please allow approximately one week for processing.

Thank you for your assistance in this matter. If you have any questions regarding this process, please feel free to contact the court at (419) 213-4349.

Sincerely,

Sue Braithwaite Lucas County Probate Court 419-213-4349