

IF YOU HAVE AN ATTORNEY, SEEK ADVICE BEFORE COMPLETING ANY OF THE FINANCIAL OR LEGAL PARTS OF THIS CHECKLIST.

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| <ul style="list-style-type: none"> <input type="checkbox"/> ACKNOWLEDGEMENT CARDS/THANK-YOU CARDS SENT <input type="checkbox"/> REAL ESTATE <ul style="list-style-type: none"> • File Death Certificate with court. • Apply for Widow/Widower's Property Tax Exemption. <input type="checkbox"/> CREDIT CARDS <ul style="list-style-type: none"> • Apply for Credit Life Insurance. • Cancel individually held accounts. • Change jointly held accounts. <input type="checkbox"/> BANKS / STOCKS / FINANCIALS <ul style="list-style-type: none"> • Change jointly held accounts. • Apply for Credit Life Insurance. • Cancel direct deposits. • Stocks / Stock funds changed. • Safe deposit boxes. • IRAs. <input type="checkbox"/> DEPARTMENT OF MOTOR VEHICLES <ul style="list-style-type: none"> • Cancel Driver's License. • Change car/boat/motor home/mobile home titles. | <ul style="list-style-type: none"> <input type="checkbox"/> INSURANCE <ul style="list-style-type: none"> • Vehicle insurance. • Homeowner's insurance. • Retirement annuities. • Medical insurance. • File life insurance, change survivor's beneficiary. <input type="checkbox"/> BENEFITS <ul style="list-style-type: none"> • Social Security. • Civil Service. • Pension Plans <input type="checkbox"/> INCOME TAX FILED <input type="checkbox"/> PROBATE WILL <input type="checkbox"/> CANCEL VOTER'S REGISTRATION <input type="checkbox"/> MEMORIALIZATION OF LOVED ONE <input type="checkbox"/> PERSONAL MEMORIAL PLAN <input type="checkbox"/> RAILROAD RETIREMENT <input type="checkbox"/> VETERAN'S BENEFITS |
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REAL ESTATE - HOMESTEAD EXEMPTION

As a widowed person you are entitled to an additional \$500.00 homestead exemption on the assessed value of your property. To apply for this exemption, you must go to the office of the county property appraiser during the month of January or call at any time of the year for instructions. If the deceased is the last owner of the home, call the property appraiser to have the exemption removed. Failure to remove the exemption can result in a tax lien.

Sarasota County Property Appraiser

Terrace Building

2001 Adams Lane, Sarasota, FL 34237

Monday thru Friday - Hours: 8:30 a.m. - 5:00 p.m.

Telephone: 941.861.8200

Fax: 941.861.8260

Manatee County Property Appraiser

915 4th Ave. W

Bradenton, Florida 34205

Telephone: (941) 748-8208

Fax: (941) 742-5664

All Veterans~All Families Cremations

693 Old Englewood Rd., Suite B, Englewood, FL 34223

www.allvetscremations.com

(941) 460-6324

TRANSFER OF REAL ESTATE

File a certified death certificate at your local county courthouse. This takes the deceased off the tax roles. (There may be a small filing fee)

Sarasota County Courthouse Recording Office

(Main Office) 2000 Main Street
Sarasota, FL 34237
(941) 861-7400

Charlotte County - Murdock Administration Bldg.

18500 Murdock Circle
Port Charlotte, FL 33948
Telephone (941) 743-1400

AUTOMOBILE, MOBILE HOME, AND BOAT TITLES

Transfer of title is needed for the following items:

- Cars, trucks, and vans
- Mobile homes
- Motorcycles and mopeds
- Recreation vehicles (campers and motor homes)
- Vessels and boats

All forms and title transfers can be done at a local tag agency within the county. Verify the one most convenient to your home by contacting the tag department or checking the Yellow Pages.

**Driver License and Motor Vehicle Service Centers – Sarasota County
(941) 861-8300**

3844 Bee Ridge Road 34233 - Sarasota, FL.
(941) 361-6222
Monday - Friday 9:00am-5:00pm
(By Appointment ONLY)

101 S. Washington Blvd. 1st Floor,
Sarasota, FL. 34236
Monday -Thursday 8:30am-5:00pm

4000 S. Tamiami Trail,
Sarasota, FL. 34293
Monday - Thursday 8:30am-5:00pm

Venice Office
4000 S. Tamiami Trail,
Venice, FL. 34293
(941) 861-8300
Mon - Thurs 8:30 a.m. – 5:00 p.m.
Fri. 8:30 a.m. – 5:30 p.m.

Northport Office
4970 City Hall Blvd.,
Northport, FL. 34286
(941) 861-8300
Second Wednesday of each month
10:00 a.m. – 2:00 p.m.

Depending on how the vehicle is registered, you may need the documents listed to the right.

Note: Additional forms may be needed and are available from the tag office. Vehicles registered out of state must be transferred in the state of registration.

- Title of vehicle
- Name and location of each lien holder or title
- One certified death certificate for each vehicle
- Current registration
- Copy of will stating direct beneficiary if available
- Letter of appointment for personal representative

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