

Michigan Executor's Quick-Start Checklist

(Real Estate Version)

Why This Matters:

Probate can feel overwhelming – especially when a family home is involved. Nationally, real estate makes up the largest share of wealth passed through estates – often 70-80% of the total estate value. A house may be built with drywall and wood, but a home is built with memories, stories, and legacies. It's important to handle the home and estate correctly. This checklist is designed to remove the guesswork so you can focus on honoring your loved one while protecting the estate's value.

First Week

- Secure The Home**
change locks, forward mail, keep utilities on
- Open Probate In Michigan County**
File required forms in the county of decedent.
- Document & Secure**
Photos of rooms + key papers (mortgage, bank, birth certs).



Protection Tip:

Don't act without authority. Work with probate attorney on the appointment of a personal representative.

First Month

- Notify Heirs & Creditors**
Begin notifying creditors and heirs.
- Maintain The Property**
Ensure property is being cared for and maintained – snow removal, lawn care, and regular check-ins.
- Track & Record Expenses**
Keep detailed records of expenses associated with maintaining and protecting the estate.
- Calculate Burn Rate & Cash**
Determine how much cash is available and how much cash will be eaten each month by property.

Months 1 - 5

- Value The Home**
Work with an appraiser or pricing strategy advisor agent to get valuation.
- Handle Personal Belongings**
Sort, pack, sell or dispose of personal items. Work with an estate sale or junk removal company.
- Decide To Sell or Hold The Home**
Weigh your options and financial feasibility.
- Consult A Probate Realtor**
Not all agents are qualified to handle selling a home in probate. Consult an experienced agent.

Months 6 - 12+

- Close On The Home (if applicable)**
Make sure the home is listed and you can sell the home so you can close probate.
- Pay Debts & Distribute Remaining Assets**
Once debts have been satisfied, distribute remaining assets according to will or law.