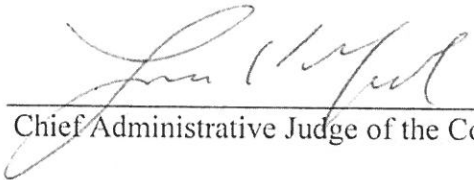


ADMINISTRATIVE ORDER OF THE
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS

Pursuant to the authority vested in me, effective March 1, 2016, I hereby rescind the following form currently in use in proceedings in the Surrogate's Court,

I-1 Inventory of Assets

and promulgate for use in its stead the form attached as Exh. A.



Chief Administrative Judge of the Courts

Dated: February 29, 2016

AO/71/16

EXHIBIT A

**SURROGATE'S COURT OF THE STATE OF NEW YORK
COUNTY OF _____**

In the Matter of _____

Deceased. _____

TO BE FILLED OUT BY FIDUCIARY or ATTORNEY FOR FIDUCIARY	
Total Estate Assets (see below)*	_____
Filing fee SCPA 2402(7)	_____
Filing fee initially paid	_____
Balance (Refund) Due	_____

INVENTORY OF ASSETS (Rule §207.20)

File No: _____

The undersigned, a fiduciary or attorney for the fiduciary of the above Decedent's estate, certifies that the following constitutes the gross estate for tax purposes and identifies whether non-estate assets exist. Complete below according to the following value categories:

- Category A - under \$10,000; Category B - \$10,000 to under \$20,000; Category C - \$20,000 to under \$50,000;
Category D - \$50,000 to under \$100,000; Category E - \$100,000 to under \$250,000;
Category F - \$250,000 to under \$500,000; Category G - \$500,000 or over.

Date of Death: _____ Date of Letters: _____ Type of Letters _____

Name of Fiduciary(ies) and, if changed, fiduciary(ies) address: _____

ASSETS INDIVIDUALLY OWNED BY DECEDENT OR PAYABLE TO ESTATE

	<u>CATEGORY</u>
1. Real Estate	_____
2. Stocks and Bonds	_____
3. Insurance Payable to Estate	_____
4. IRAs, 401Ks Payable to Estate	_____
5. Mortgages or Notes Held by Decedent	_____
6. Cash	_____
7. Miscellaneous	_____
8. Firearms	_____
(Check appropriate box)	[] Yes - See attached Firearms Inventory form [] None
*TOTAL ESTATE ASSETS	_____

NON-ESTATE ASSETS - CHECK YES OR NO TO EACH OF THE FOLLOWING:

- | | |
|---|--------------------|
| 9. Living Trust | _____ Yes _____ No |
| If yes, set forth the Name of the Trustee(s) _____ | |
| 10. Gifts in Excess of Federal Annual Exclusion Made Within 3 Years of Decedent's Death | _____ Yes _____ No |
| 11. Jointly Held Property (Real or Personal) | _____ Yes _____ No |
| 12. Insurance Payable to Beneficiary | _____ Yes _____ No |
| 13. IRAs, 401K's Payable to Beneficiary | _____ Yes _____ No |
| 14. Annuities | _____ Yes _____ No |
| 15. Powers of Appointment | _____ Yes _____ No |
| 16. Cause(s) of Action Pending | _____ Yes _____ No |
| If yes, identify Court and Index Number _____ | |

Certified to be true on the _____ day of _____, 20____

Signature

Attorney's Name

Print Name

Attorney's Address & Telephone No: _____

SURROGATE'S COURT OF THE STATE OF NEW YORK _____ **COUNTY**
 In The Matter of the Estate of _____ **FIREARMS INVENTORY**
 (SCPA §2509)

_____ **Deceased.** **FILE NUMBER** _____

The undersigned, [] a fiduciary, or [] an attorney of record certifies that the following firearms, as defined by Section 265.00 of the Penal Law, make up part of the decedent's estate.

Name of Fiduciary or Attorney: _____
 (Address, if changed): _____

	Make:	Model:	Caliber or Gauge:	Serial #:	Valuation:
1					\$
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
			TOTAL: (as indicated in section F2 of Inventory of Assets)		

(mark box if more entries are necessary - and attach extra pages)

ATTORNEY

Certified to be true on _____, 20____

Name: _____
 Address: _____
 Telephone: _____

Signature

Print Name

A copy of this Inventory must also be filed with DCJS at:

*Division of Criminal Justice Services
 Alfred E. Smith Building
 80 South Swan Street
 Albany, NY 12210*

Firearms Inventories filed with the Surrogate's Court will be kept in a secure location separate from the estate file and will be made available for inspection only to persons interested in the proceeding and their counsel, unless otherwise ordered by the Court.

**ADMINISTRATIVE ORDER OF THE
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS**

Pursuant to the authority vested in me, and with the advice and consent of the Administrative Board of the Courts, I hereby repeal the current section 207.20 of the Uniform Rules for Surrogate's Court (relating to the inventory of assets), and adopt the following new section 207.20, effective March 1, 2016:

Section 207.20 Inventory of assets.

(a) The fiduciary or the attorney of record shall furnish the court with an Inventory of Assets form which identifies the following:

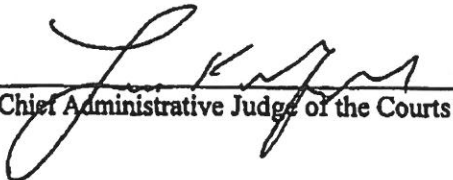
(1) those assets that either were owned by the decedent individually, including those in which the decedent had a partial interest, or were payable or transferrable to the decedent's estate, by indicating the total value thereof by letter only for one of the following categories: A-under \$10,000; B-\$10,000 to under \$20,000; C-\$20,000 to under \$50,000; D-\$50,000 to under \$100,000; E-\$100,000 to under \$250,000; F-\$250,000 to under \$500,000; G-\$500,000 or over; and

(2) those assets held in trust; those assets over which the decedent had the power to designate a beneficiary; jointly owned property; and all other non-probate property of the decedent by checking yes or no.

(b) The Inventory of Assets form shall be filed with the court within nine months of the date letters issued to the fiduciary or as the court otherwise directs.

(c) In the event the Inventory of Assets is not filed, the court may refuse to issue certificates, may revoke the letters and may refuse to issue new ones until such list has been filed and the fees paid as provided in SCPA 2402. Failure to file such list of assets may also constitute grounds for disallowance of commissions or legal fees.

(d) If any additional filing fees are due, they shall be paid to the court at the time of the submission of the inventory.


Chief Administrative Judge of the Courts

Dated: December 23, 2015

AO/189/15

ADMINISTRATIVE ORDER OF THE
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS

Pursuant to the authority vested in me, and with the advice and consent of the Administrative Board of the Courts, I hereby amend section 207.64 of the Uniform Rules for Surrogate's Court (relating to the omission or redaction of confidential personal information), effective March 1, 2016, to read as follows:

207.64 Omission or Redaction of Confidential Personal Information; Public Access to Certain Filings

(a) Omission or Redaction of Confidential Personal Information.

(1) Except as otherwise provided by rule or law or court order, and whether or not a sealing order is or has been sought, the parties shall omit or redact confidential personal information in papers submitted to the court for filing. For purposes of this rule, confidential personal information ("CPI") means:

i. the taxpayer identification number of an individual or an entity, including a social security number, an employer identification number, and an individual taxpayer identification number, except the last four digits thereof; and

ii. other than in a proceeding under Article 13 of the SCPA, a financial account number, including a credit and/or debit card number, a bank account number, an investment account number, and/or an insurance account number, except the last four digits or letters thereof.

(2) The court sua sponte or on motion by any person may order a party to remove CPI from papers or to resubmit a paper with such information redacted; order the clerk to seal the papers or a portion thereof containing CPI in accordance with the requirement of 22 NYCRR §216.1 that any sealing be no broader than necessary to protect the CPI; for good cause permit the inclusion of CPI in papers; order a party to file an unredacted copy under seal for in camera review; or determine that information in a particular action is not confidential. The court shall consider the pro se status of any party in granting relief pursuant to this provision.

(3) Where a person submitting a paper to a court for filing believes in good faith that the inclusion of the full CPI described in Paragraph (1) of this subdivision is material and necessary to the adjudication of the proceeding before the court, he or she may apply to the court for leave to serve and file, together with a paper in which such information has been set forth in abbreviated form, a confidential affidavit or affirmation setting forth the same information in unabbreviated form, appropriately referenced to the page or pages of the paper at which the abbreviated form appears.

(4) When served with objections or a request for an inquiry or examination under SCPA 2211 or 1404 that specifies a request for particular unredacted documents previously filed in the proceeding with respect to which the objection or request for inquiry or examination relates, the party who originally served and filed the redacted document shall serve (but not file) an unredacted version upon all parties interested in the proceeding or such portion of it to which the objection or request for inquiry or examination relates.

(b) Public Access to Certain Filings

[The following documents may be viewed only by persons interested in the estate of the decedent, as defined by SCPA §103(39), or their counsel, the Public Administrator or counsel thereto, counsel for any Federal, State or local governmental agency, or court personnel, except upon written permission of the Surrogate or Chief Clerk of the court which shall not be unreasonably withheld] The officers, clerks and employees of the court shall not permit a copy of any of the following documents to be viewed or taken by any other person than a party to the proceeding, or the attorney or counsel to a party to the proceeding, the Public Administrator or counsel thereto, counsel for any Federal, State or local governmental agency, or court personnel, or by order of the court or written permission of the Surrogate or Chief Clerk of the court. The standard for the grant of such permission in a contested matter shall be the same as required under 22 NYCRR 216.1 and applicable law :

(1) All papers and documents in proceedings instituted pursuant to Articles 17 or 17-A of the SCPA;

(2) Death certificates;

(3) Tax returns;

(4) ~~Documents containing social security numbers;~~

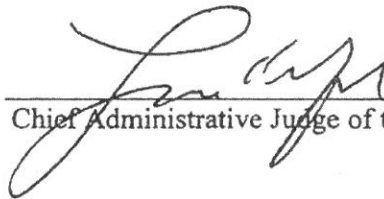
~~— (5) Firearms Inventory; [and~~

~~— (6) Inventory of Assets] and~~

(5) Documents containing information protected from disclosure under other provisions of Federal or State law such as HIPAA for medical information, job protected services reports, material obtained from a state mental hygiene facility under MHL 33.13, and records involving alcohol or other substance abuse under 42 CFR 2.64. These examples are not intended to be exclusive.

This rule shall not preclude disclosure or copying of any index of filings maintained by the court.

Any determination by the court regarding access to any filings may be the subject of an appropriate motion for clarification or reconsideration.


Chief Administrative Judge of the Courts

Dated: December 23, 2015

AO/191/15