

Postal search of the Probate records of England and Wales

PA1S

Complete this form if you want to find a will or 'grant of representation' for someone who died in or after 1858.

A 'grant of representation' gives someone the legal right to deal with a deceased person's estate.

Online search

Use our online service and you can order documents and get them within 10 working days.

www.gov.uk/search-will-probate

If you use our postal service we aim to respond within **four weeks** with your requested copies or a letter to explain that no grant has been issued. Please wait until after the four weeks has passed before contacting us.

What if you require a copy of a grant urgently?

If you require a copy of a grant within 10 working days, and are unable to use the online service, you will need to go in person to your local **District Probate Registry**.

Your details

Surname

Forenames

Full address

Postcode

DX address (if applicable)

Your reference (if any)

However, if you require a copy **more urgently** please contact your local **District Probate Registry** and they will tell you what documentary evidence will be required when you go in person.

You can find details of your local registry online at **<https://courtribunalfinder.service.gov.uk>**

What if the person died in the last six months?

If the person died within the last six months, a grant may not have been issued yet. You should check the online search service regularly to see when a grant has been issued. You can then order the documents.

If you are unable to search online, you may apply for a *standing search* to enable a single copy to be sent to you when the grant issues. The copy will not be sealed.

After a period of six months without result, your *standing search* will expire. You are able to extend the search for a further six months within one month of the expiry date by sending a further £3.

We will send you a letter telling you the date the standing search was entered.

Please send your completed form with payment to:

The Postal Copies and Searches Department
District Probate Registry
York House
31 York Place
Leeds
LS1 2BA

If you use the DX postal service, our address is:
DX 26451 Leeds Park Square

Please **do not** send a covering letter or staple your cheque, postal order or international money order to this form.

Please complete the rest of the form over the page



