

## Filing Information at Bottom of Page

Documents regarding any of the following items, will only be accepted by email, fax or mail at this time, to the appropriate department at the bottom of the page. Filings submitted by email can only be accepted as a single document for each filing in PDF format.

**Where/How Do I File?** The following documents may be filed at the department listed below.

	Judges' Offices	Probate Counter - Service Clerks	Records	Court Atty
Account/Petition to Allow Accounts		X		
Affidavit of Publication	X	X	X	
Annual Report on Condition of Ward	X	X	X	
Answers / Briefs / Responses	X			
Appeals and Appeal Bonds				X
Appearances	X	X	X	
Briefs filed in Support of a Petition		X		
Case Initiation - Initial Petitions		X		
Certificate of Completion		X		
Civil Actions - Subsequent Pleadings	X			
Commission to take Foreign Oath / Testimony				X
Copies of case documents (multiple documents)	X			
Delayed Registration of Birth - Not Foreign Birth		X		
Disclaimer		X		
Ex Parte Petitions or Ex Parte Motions		X		
Guardian Ad Litem Reports - with or w/out Hearing	X			
Hearing information	X			
Inventory		X		
Jury Demand		X		
Letters of Authority - Update Request		X		
Mental Health Pick-up/Transport Orders		X		
Motion for Rehearing and/or Consideration	X			
Motion for Summary Disposition/Judgment - CZ case types	X			
Motion for Summary Disposition/Judgment - All other case types		X		
Name Change Copy Request			X	
Notice of Continued Administration		X		
Objections	X			
Opening a File/Case		X		
Order information - status of a requested order	X			
Petition / Motion for Show Cause - w/out Restraining Order		X		
Petition / Motion for Show Cause w/ Restraining Order	X			
Petition and Order to Use Funds - CY Only	X	X		
Petition for Change of Venue - Incoming				X
Petition for Change of Venue - Outgoing		X		
Petition for Reinstatement - Guardian		X		
Petition for Withdrawal of Attorney		X		
Petition to Relocate Ward		X		
Petition to Terminate/Modify Guardian or Conservator		X		
Petition/Application to Reopen Estate		X		
Petitions -				
Any Petition or Application to Open a Case or Any Miscellaneous or Subsequent Petition		X		
Proof of Service - Hearing Date	X			
Proof of Service - No Hearing Date	X			
Receipt of Distributive Share/ Receipt of Property	X			
Stipulated Order for Withdrawal of Attorney	X			
Sworn Statement to Close Unsupervised Probate Administration		X		
Verification of Restricted Funds		X		

## Contact Information

When contacting the Wayne County Probate Court, please provide your name, email address, telephone number, and any other relevant information along with your filings.

Please FAX or email to:

	FAX #	Email
Probate Counter - Service Clerks - Case Initiation	(313)967-4030	<a href="mailto:probateservice@wcpc.us">probateservice@wcpc.us</a>
Records Department	(313)967-4041	<a href="mailto:filedept@wcpc.us">filedept@wcpc.us</a>
Mental Health/Developmentally Disabled	(313)967-4013	<a href="mailto:mentalhealth@wcpc.us">mentalhealth@wcpc.us</a>
Court Attorney	(313)967-4042	<a href="mailto:chiefdepreq@wcpc.us">chiefdepreq@wcpc.us</a>
Human Resources		<a href="mailto:employment@wcpc.us">employment@wcpc.us</a>
General Inquiries		<a href="mailto:info@wcpc.us">info@wcpc.us</a>
Questions/Issues Related to Mandatory Email Filings	(313)224-5685	<a href="mailto:info@wcpc.us">info@wcpc.us</a>
General Information - Determining if a record exists/information about an existing case		<a href="#">Case Access link on website</a>

**Judges' Offices**

(Determine which Judge is assigned to your case  
by looking on your paperwork or utilizing the Public Access link)

**Please email or fax:**

Honorable Freddie G. Burton, Jr.	<a href="mailto:FGBstaff@wcpc.us">FGBstaff@wcpc.us</a>	(313)967-4045
Honorable David A. Perkins	<a href="mailto:DAPstaff@wcpc.us">DAPstaff@wcpc.us</a>	(313)967-4010
Honorable Judy A. Hartsfield	<a href="mailto:JAHstaff@wcpc.us">JAHstaff@wcpc.us</a>	(313)967-4039
Honorable Terrance A. Keith	<a href="mailto:TAKstaff@wcpc.us">TAKstaff@wcpc.us</a>	(313)967-4023
Honorable David Braxton	<a href="mailto:DBstaff@wcpc.us">DBstaff@wcpc.us</a>	(313)967-4014
Honorable Lawrence J. Paolucci	<a href="mailto:LJPstaff@wcpc.us">LJPstaff@wcpc.us</a>	(313)967-4020