



Tips from the Experts: How to Locate Documents for Heirs

If a loved one has passed away, a person legally entitled to property of the deceased (heirs) and estate executors can search for their name in the [Great Iowa Treasure Hunt](#) and file a claim. In addition to a claim form, other types of documents may be required. Here are some resources on where you can find the documentation to help file a claim:

- **Affidavit of Administration:** This affidavit indicates how the owner/decedent's estate was distributed. This can be downloaded from [Great Iowa Treasure Hunt](#).
- **Probate documents:** If the estate was probated, the documents can be obtained by contacting the county where the probate proceedings would have been filed. In Iowa, the documents are filed with the Clerk of Court.
- **Death certificates:** For deaths occurring in Iowa, heirs can obtain a copy from the Iowa Department of Public Health's [Vital Records](#). Other states have similar resources if the death occurred outside of Iowa.
- **Obituaries:** You may contact the funeral home and request a copy of their records.

If you are an heir and are unsure of what we need, start by submitting copies of what you have on the deceased owner. Once we receive the information, we'll review the documentation and let you know if anything else is needed. If you have any questions, reach out to my office at Foundit@tos.iowa.gov.