



# County of San Diego Public Administrator

*Handling estates with expertise and compassion*

## We're here for you

Losing someone close is so hard, and our sympathies are with you. Unfortunately, people already suffering a loved one's loss face a number of immediate responsibilities, such as making funeral arrangements and handling an estate. We would like to offer our help.

The County of San Diego Public Administrator performs estate administration with expertise and compassion. If you wish, the Public Administrator can handle your loved one's estate from beginning to end. The Public Administrator is also charged with investigating and administering the estates of people who leave no will or who have no one willing or able to act as the administrator.

The Public Administrator has the same duties and functions as private administrators, which include:

- Protecting the decedent's property from waste, loss, or theft.
- Making appropriate funeral and burial arrangements.
- Conducting thorough investigations to discover all of the decedent's assets.
- Collecting all dues owed to the estate.
- Ensuring all estate benefits are applied for and received.
- Paying the decedent's bills and taxes.
- Ensuring the estate is administered according to the decedent's written wishes.
- Locating persons entitled to inherit from the estate and ensuring these individuals receive their inheritance while maintaining a fully documented audit of the assets and their distribution.

Services provided by the Office of the Public Administrator/Public Guardian are authorized by California law and monitored by the Probate Division of the Superior Court of California.

The Public Administrator charges fees which are often substantially less than those of private administrators.

To speak to someone about our services and fees, please call 800-339-4661, Monday-Friday, from 8:00AM - 5:00PM. You can also request Public Administrator services online at

[www.sandiegocounty.gov/content/sdc/hhsa/programs/ais/Services/Public-Administrator](http://www.sandiegocounty.gov/content/sdc/hhsa/programs/ais/Services/Public-Administrator).

Click on the link, "Submit a Request for Public Administrator Investigation Online."