

## **NEWPORT PROBATE COURT**

Newport Probate Court  
City Hall  
43 Broadway  
Newport, RI 02840

Hours: 8:30 a.m. - 4:30 p.m.  
Phone: (401) 845-5349

Probate Judge: Mortimer A. Sullivan  
Probate Clerk: Laura Swistak Boiani

### **GENERAL INFORMATION**

All probate matters are filed according to residency. Rhode Island does not file by county; each city and town has its own probate court.

Probate Court has jurisdiction in the city in which it is established of: the probate of wills; the granting of administration; the appointment of custodians, administrators, and guardians of persons and estates; the accepting and allowing of bonds, inventories, and accounts; the granting of leave to sell at public or private sale, or to mortgage property; the adoption of persons eighteen (18) years of age or older; change of name of persons; and all other matters now within jurisdiction of probate courts. The court has the power to do and transact all matters and things incidental to the jurisdiction and powers vested in probate courts by law.

### **COURT SESSIONS**

- Court sessions are held on the second and fourth Fridays of every month, except in November and December when only one session (second Friday of month) may be held based upon the holidays.
- Court sessions begin at 10:30 in the Council Chambers located on the second floor of Newport City Hall, unless otherwise noted.
- Special sessions are held when the court deems it necessary.

- Attorneys are requested to sign in on the day of the court session.

## **COURT DECISIONS**

- Every decision of the Probate Court is reduced to a written order or decree presented at the time of the hearing, or by the prevailing party within a reasonable time thereafter.

## **ADVERTISING**

- Petitions that require advertising must be filed in the office of the probate court no later than the Friday three (3) weeks prior to the scheduled court date. The advertisements will appear in the Wednesday edition of the Newport Daily News two times prior to the hearing date.
- Advertising fees are included in the Probate Fee Schedule. Please note that the advertising fees increase yearly in January.

## **DOCKET PLACEMENT**

- Formal and uncontested matters will be heard before contested matters.

## **CONTINUANCE OF A SCHEDULED HEARING**

- When a continuance has been requested by an attorney or another party of a matter which has been previously scheduled before the court, the requestor shall notify all parties and the court, in writing, of the rescheduled hearing date.

*Newport Probate Court will not hear any matter without legal representation, with the exception of a Petition for Change of Name or a Petition for filing a Small Estate.*

**THE PROBATE COURT CLERK IS PROHIBITED FROM GIVING LEGAL ADVICE, ASSISTING IN THE PREPARATION OF FORMS, AND ADVISING ON HOW TO HANDLE A CASE.**