

March 27, 2015

TO: The Honorable Don Davis, Judge of Probate, Mobile County, AL

FROM: Tom Bates, President, Alabama Media Group

Method for submitting Mobile County Probate legal notices

Mobile County Probate legal notices to be published in the Mobile Press---Register may be submitted either via USPS mail or e---mail.

- Mailed legal notices should be sent **Attention: Mobile Press---Register Legals, 18 South Royal St., Mobile, AL 36602**
- Emailed notices should be sent to legals@press-register.com with an inventory list and ads, noting check numbers for each

Process for handling legal notices:

- Checks and legal notices will be scanned and logged
- An email receipt will be sent to the Mobile County Probate Court and the Attorney for the legal notice (if provided) within two (2) business days of receiving
- Beginning April 15, 2015, affidavits will be mailed within five (5) business days of final publication

Example of Email Receipt:

[date]

TO: Probate Court

CC: [Attorney listed email address]

FROM: Press---Register Legal Advertisements

RE: Probate Legal Advertisement submitted – [name] – [date] receipt

Ad received postmark date:

Ad Received date:

[name] Legal Advertisement:

[Ad Copy]

Check Received: [No or Yes and if Yes, will include check

No.] Check date:

Publication dates:

Mobile Press---Register – Legals Team and Contact Information

Primary contact is Christine Bevins (251) 219---5010 and secondary contact is Amanda Phillips (251) 219---5424. Their office is 18 Royal Street, Mobile, AL 36602. Christine and Amanda also can be reached through legals@press-register.com

Primary Finance contact is Leah Ferguson (251) 219---5421 and secondary contact is Margaret Blossom (251) 219---5420. Their office is 401 N. Water St., Mobile, AL 36602. Leah and Margaret also can be reached through legalbilling@acsal.com.

Please note: personnel subject to change. For most current information, please visit

<http://www.alabamamediagroup.com/wp-content/uploads/2015/03/mobile-probate-ad-process.pdf>