

## INSTRUCTIONS: FILING FOR GUARDIANSHIP OF A MINOR

1. **Complete and sign the petition (PC651)**
2. **Complete and sign the Minor Guardianship Social History (PC670)**
3. **File both of the above forms with the \$150.00 filing fee (keep a copy for your records)**
4. **Obtain a hearing date/time by calling the Probate Court at 786-4110**
5. **Complete the Notice of Hearing form (PC562) File original with court.**
6. **Complete the Proof of Service form (PC564) and file with the court.**

### **Interested parties pursuant to court rule:**

- (a) **the minor, if 14 years of age or older;**
  - (b) **if known by the petitioner, each person who had the principal care and custody of the minor during the 63 days preceding the filing of the petition;**
  - (c) **the parents of the minor or, if neither of them is living, any grandparents and the adult presumptive heirs of the minor, and**
  - (d) **the nominated guardian.**
7. **Order Regarding Appointment of Guardian: Fill out as much information as possible as the Judge will consider this Order at the hearing.**
  8. **Acceptance of Appointment: To be completed and signed by the proposed guardian to indicate they are willing to act as guardian.**
  9. **Letters of Guardianship: Complete as much information as possible. If the Judge signs your Order Regarding Appointment of Guardian**