

PROBATE COURT OF WARREN COUNTY, OHIO

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

NEXT OF KIN OF PROPOSED WARD

(R.C. 2111.04)

(NOTE: Specify age and birthdate of each minor under 16 on the line containing the minor's name. List the name and address of the minor's parent, guardian or custodian on the name and address lines following the minor's address.)

Service Waived	Relationship	Birthdate Of Minor
1. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
2. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
3. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
4. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
5. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
6. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
7. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
8. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
9. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____
10. <input type="checkbox"/>	Name _____ Address _____	_____ Zip _____

Date

Applicant

COMMON PLEAS COURT OF WARREN COUNTY, OHIO
PROBATE DIVISION

In the Guardianship of _____ : Case No. _____

(Print Ward's Name) :

(Date of Birth) :

Alleged Incompetent

Minor

ACKNOWLEDGEMENT

No guardian of the person, the estate or both shall be appointed until at least seven (7) days after the Probate Court has caused written notice to be served in accordance with Revised Code section 2111.04.

The Probate Court Investigator will investigate the circumstances of the proposed ward and to the extent feasible, communicate to the proposed ward her/his rights in the guardianship proceedings. Subsequent thereto, the Investigator will file a report with the Court that indicates the physical and mental condition of the proposed ward and a recommendation regarding the necessity for a guardianship or a less restrictive alternative.

To arrange the visit, the Probate Court Investigator shall contact _____

PROVIDE ALL OF THE FOLLOWING:

_____ (Home Telephone Number)

_____ (Cellular Telephone Number) I will accept text messages.

_____ (Work Telephone Number)

_____ (Telephone Number for Spouse or Next of Kin: _____)

The ward is physically located at _____.

The telephone number where the ward is physically located is _____.

Does the ward leave the above location on a regular basis (day care, work, etc.)? Please explain _____

The ward's native language is _____.

I/we hereby acknowledge that the hearing will not be held unless the visit is completed at least seven (7) days prior to the hearing date. I/we will notify the Court of any change in the location of the proposed ward from the time the application is filed to the hearing date.

Applicant

IN THE WARREN COUNTY, OHIO COMMON PLEAS COURT
PROBATE DIVISION

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

WAIVER OF NOTICE AND CONSENT

We, the undersigned, do each of us hereby waive the issuing and service of notice, and voluntarily enter our appearance herein.

We do hereby & } sent to the appointment of _____

or some suitable person as guardian of:

IN THE WARREN COUNTY, OHIO COMMON PLEAS COURT
PROBATE DIVISION

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

**FIDUCIARY'S ACCEPTANCE
GUARDIAN
[R.C. 2111.14]**

I, the undersigned, hereby accept the duties which are required of me by law, and such additional duties as are ordered by the Court having jurisdiction.

AS GUARDIAN OF THE ESTATE, I WILL:

1. Make and file an inventory of the real and personal estate of the ward within 3 months after my appointment.
2. Deposit funds which come into my hands in a lawful depository located within this state.
3. Invest surplus funds in a lawful manner.
4. Make and file an account biennially, or as directed by the Court.
5. File a final account within 30 days after the guardianship is terminated.
6. Inventory any safe deposit box of the ward.
7. Preserve any and all Wills of the ward as directed by the Court.
8. Expend funds only upon written approval of the Court.
9. Make and file a guardian's report biennially, or as directed by the Court
10. To successfully complete a six hour guardian fundamentals course.
11. To successfully complete a three hour guardian continuing education course each year.

AS GUARDIAN OF THE PERSON, I WILL:

1. Protect and control the person of my ward, and make all decisions for the ward based upon the best interest of the ward.
2. Provide suitable maintenance for my ward when necessary.
3. Provide such maintenance and education for my ward as the amount of the estate justifies if the ward is a minor and has no parents, or has a parent who fails to maintain or educate the ward.
4. Make and file a guardian's report biennially, or as directed by the Court.
5. Obey all orders and judgments of the Court pertaining to the guardianship.
6. Obtain the written approval of the Court before executing a caretaker power of attorney authorized by R.C. 3109.52.
7. To successfully complete a six hour guardian fundamentals course.
8. To successfully complete a three hour guardian continuing education course each year.

If I change my address or the ward's address, I shall immediately notify Probate Court in writing. I acknowledge that I am subject to removal as such fiduciary if I fail to perform such duties. I also acknowledge that I am subject to possible penalties for improper conversion of the property which I hold as such fiduciary.

Date

Fiduciary

IN THE WARREN COUNTY, OHIO COMMON PLEAS COURT
PROBATE DIVISION

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

GUARDIAN'S BOND
[R.C. 2109.04(A)(1)]

Amount of this bond \$ _____

The undersigned principal, and sureties if any, are obligated to the State of Ohio in the above amount, for payment of which we bind ourselves and our successors, heirs, executors, and administrators, jointly and severally.

The principal has accepted in writing the duties of fiduciary in ward's estate, including those imposed by law and such additional duties as may be required by the Court.

This obligation is void if the principal performs such duties as required.

This obligation remains in force if the principal fails to perform such duties, or performs them tardily, negligently, or improperly, or if the principal misuses or misappropriates estate assets or improperly converts them to the principal's own use or the use of another.

[Check if personal sureties are involved.] The sureties certify that each of them owns real estate in this county, with a reasonable net value as stated below.

Date

Principal

Surety

Surety

by _____
Attorney in Fact

by _____
Attorney in Fact

Typed or Printed Name

Typed or Printed Name

Address

Address

Net Value of real estate owned in this county

Net Value of real estate owned in this county

\$ _____

\$ _____

PROBATE COURT OF WARREN COUNTY, OHIO

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

LETTERS OF GUARDIANSHIP
(R.C. 2111.02)

_____ is appointed Guardian of
_____, an _____ Incompetent _____ Minor.

Guardian's powers are:

All powers conferred by the laws of Ohio and rules of this Court over the ward's:

_____ Person and Estate _____ Person Only _____ Estate Only

_____ Indefinite time period

_____ Definite time period to _____

The above-named Guardian has the power conferred by law to do and perform all the duties of Guardian as described. No expenditures shall be made without prior Court authorization.

Date

Probate Judge

NOTICE TO FINANCIAL INSTITUTIONS

Funds being held in the name of the within-named Ward shall not be released to Guardian without a Court order directing release of a specific fund and amounts thereof.

CERTIFICATE OF APPOINTMENT AND INCUMBENCY

The above document is a true copy of the original kept by me as custodian of this Court. It constitutes the appointment and letters of authority of the named guardian, who is qualified and acting in such capacity.

(Seal)

Probate Judge

by _____
Deputy Clerk

Date

PROBATE COURT OF WARREN COUNTY, OHIO

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

LETTERS OF GUARDIANSHIP
(R.C. 2111.02)

_____ is appointed Guardian of
_____, an _____ Incompetent _____ Minor.

Guardian's powers are:

All powers conferred by the laws of Ohio and rules of this Court over the ward's:

_____ Person and Estate _____ Person Only _____ Estate Only

Limited to _____

Those guardianship powers, until revoked, are for an:

_____ Indefinite time period

_____ Definite time period to _____

The above-named Guardian has the power conferred by law to do and perform all the duties
of Guardian as described. No expenditures shall be made without prior Court authorization.

Date

Probate Magistrate

NOTICE TO FINANCIAL INSTITUTIONS

Funds being held in the name of the within-named Ward shall not be released to Guardian without
a Court order directing release of a specific fund and amounts thereof.

CERTIFICATE OF APPOINTMENT AND INCUMBENCY

The above document is a true copy of the original kept by me as custodian of this Court. It
constitutes the appointment and letters of authority of the named guardian, who is qualified
and acting in such capacity.

(Seal)

Probate Judge

by _____
Deputy Clerk

Date

PROBATE COURT OF WARREN COUNTY, OHIO

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

GUARDIAN'S INVENTORY

(R.C. 2111.14(A))

of the real and personal estate of the ward _____ with its
value and the value of the yearly rent of the real estate

List any safety deposit box and date and location of any will. \$ _____

RECAPITULATION

Total value of Personal Estate \$ _____

Total value of Real Estate \$ _____

Yearly rent of Real Estate \$ _____

Other annual income \$ _____

Total \$ _____

Guardian

IN THE WARREN COUNTY, OHIO COMMON PLEAS COURT
PROBATE DIVISION

Guardianship of _____

Case No. _____

OATH OF GUARDIAN

[R.C. 2111.02(C)]

(To be taken on Appointment of Guardian)

I, _____, Guardian of
_____, will faithfully and completely
fulfill my duties as Guardian, including the duties:

- _____ To file and continue to make diligent efforts to file, a true inventory in accordance with the Ohio Revised Code, and report all assets belonging to the estate of my ward.
- _____ To file timely and accurate reports.
- _____ To file timely and accurate accounts.
- _____ To, at all times, protect my ward's interests and to make all decisions based on the best interest of my ward.
- _____ To apply to the Court for authority to expend funds prior to so doing.
- _____ To obey all orders and rules of this Court pertaining to guardianships.

Guardian

The above oath was taken and signed in my presence on this _____ day of
_____, _____.

Judge/Magistrate

PROBATE COURT OF WARREN COUNTY, OHIO

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

APPLICATION FOR APPOINTMENT OF GUARDIAN OF MINOR

(R.C. 2111.03(C))

Applicant, a resident of _____ County, Ohio, hereby applies for the appointment of (himself) (herself) or some suitable person as guardian of the following minor and represents that the applicant is not an administrator, executor, or other fiduciary of an estate wherein the minor is interested.

Name of Minor	Age	Date of Birth	Residence or Legal Settlement
---------------	-----	---------------	-------------------------------

Attached is a list of the next of kin of the minor. (Form 15.0)

A guardian is necessary because (R.C. 2111.06),

THE TYPE OF GUARDIANSHIP APPLIED FOR IS

_____ Non-limited _____ Limited _____ Person and Estate
_____ Estate Only _____ Person only

IF THE APPLICATION IS FOR LIMITED GUARDIANSHIP,

The length (time period) of the guardianship requested is:

_____ Indefinite _____ Definite to _____, _____.

The limited powers requested are:

Applicant attaches affidavit pursuant to R.C. 3109.27.

Applicant represents that grounds exist for the Court to exercise its jurisdiction. (Applies to guardianship of person only. R.C. 3109.22).

The Applicant has (not) been charged with or convicted of a crime involving theft, physical violence, or sexual, alcohol or substance abuse except as follows (if applicable, state date and place of each charge or each conviction).

The whole estate of said minor is estimated as follows:

Personal property \$ _____

Real estate \$ _____

Annual rents \$ _____

Other annual income Total \$ _____

Applicant offers the attached bond in the amount of \$ _____

I hereby certify that all the information and statements contained in this application and attached exhibits are correct to the best of my knowledge and belief.

Attorney for Applicant

Applicant

Typed or printed name

Typed or printed name

Street

Street

City State Zip

City State Zip

Phone number (include area code)

Phone number (include area code)

Supreme Court Registration Number

PROBATE COURT OF _____ COUNTY, OHIO
_____, Judge

GUARDIANSHIP OF _____
CASE NO. _____

AFFIDAVIT
[R.C. 3127.23]

State of Ohio, County of _____ s.s.

(To be filed only when guardianship of the person of a minor is sought.)

Affiant being first duly sworn, deposes and says:

1. That the child's present address, the places where the child has lived within the last five years, and the names and present addresses of the person(s) with whom the child has lived during that period are:

2. That affiant has (not) participated as a party, witness, or in any other capacity in any litigation concerning the custody of the child(ren) in this or any other state.

3. That affiant has (no) information of any custody proceeding concerning the child(ren) pending in a court of this or any other state, except _____

4. That affiant has (no) knowledge of any person not a party to the proceedings who has physical custody of the child(ren) or claims to have custody or visitation rights with respect to the child(ren).

If 2, 3, or 4 is answered in the affirmative, and the space afforded is insufficient for full explanation, please attach and incorporate herein any necessary information.

Affiant realizes that affiant has a continuing duty to inform the Court of any custody proceedings concerning the child(ren) in this or any other state of which affiant obtains information during the pendency of this proceeding.

Sworn to before me and subscribed in my presence this _____ day of _____,

Notary Public

PROBATE COURT OF WARREN COUNTY, OHIO

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

**SELECTION OF GUARDIAN BY MINOR
OVER FOURTEEN YEARS OF AGE**

(R.C. 2111.12)

The undersigned hereby selects _____
a resident of _____ County, Ohio, as Guardian of the (person and
estate), and respectfully asks the Court to appoint _____ Guardian.

Signature

Date of Birth

_____	,	_____
_____	,	_____
_____	,	_____

IN THE WARREN COUNTY, OHIO COMMON PLEAS COURT
PROBATE DIVISION

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

**NOTICE OF HEARING FOR APPOINTMENT
OF GUARDIAN OF MINOR**

To Minor Over Age 14
[R.C. 2111.04]

To _____

Address _____

You are hereby notified that an application was filed in the Court by _____
_____ for the
appointment of a (limited) guardian for your (person and estate)

A minor over the age of fourteen years may select a guardian who shall be appointed if a suitable person. If such minor fails to select a suitable person, an appointment may be made without reference to the minor's wishes.

The application will be for hearing before the Probate Court in _____
_____, on the _____ day of _____, 20 _____,
at _____ o'clock _____ M.

If you are over 14 and fail to appear in said Court on or before the time of hearing and select some suitable person to act as your guardian, the Court will appoint a guardian for you, if a guardian is found necessary.

Witness my signature and the seal of the Court, this

_____ day of _____, 20 _____

(Seal)

Probate Judge

By _____
Deputy Clerk

RETURN

_____ County, Ohio
_____, 20 _____

Received this writ on the _____ day of _____, 20 _____ at _____ o'clock _____.M., and on the
_____ day of _____, 20 _____, I served the same by delivering a true copy thereof
personally to _____

_____ Fees _____

Service and return, 1st name \$ _____

_____ Additional names, at _____

_____ Miles traveled, at _____

_____ Sheriff
Total \$ _____ Deputy

AFFIDAVIT OF SERVICE

The State of Ohio, _____, County.

_____, being first duly sworn, says that on the _____
day of _____, 20 _____, the within notice was served by delivering a true copy thereof
personally to _____

Sworn to before me and signed in my presence, this _____ day of _____, 20 _____

IN THE WARREN COUNTY, OHIO COMMON PLEAS COURT
PROBATE DIVISION

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

**NOTICE OF HEARING ON APPLICATION FOR APPOINTMENT
OF GUARDIAN OF MINOR**

To Parent, Known Next of Kin and Person Having Custody
[R.C. 2111.04]

To _____

Address _____

To _____

Address _____

To _____

Address _____

You are hereby notified that _____ filed in this Court an application for the appointment of a (limited) guardian of the (person and estate) of the minor.

The application will be for hearing before the Probate Court in _____, on the _____ day of _____, 20 _____, at _____ o'clock _____ M.

Witness my signature and the seal of the Court, this

_____ day of _____, 20 _____

(Seal)

Probate Judge

By _____
Deputy Clerk

RETURN

_____ County, Ohio
_____, 20 _____

Received this writ on the _____ day of _____, 20 _____ at _____ o'clock _____.M., and on the
_____ day of _____, 20 _____, I served the same by delivering a true copy thereof
personally to _____

_____ Fees _____

Service and return, 1st name \$ _____

_____ Additional names, at _____

_____ Miles traveled, at _____

Total \$ _____

Sheriff

Deputy

AFFIDAVIT OF SERVICE

The State of Ohio, _____, County.

_____, being first duly sworn, says that on the _____
day of _____, 20 _____, the within notice was served by delivering a true copy thereof
personally to _____

Sworn to before me and signed in my presence, this _____ day of _____, 20 _____

PROBATE COURT OF WARREN COUNTY, OHIO

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

JUDGMENT ENTRY
APPOINTMENT OF GUARDIAN OF MINOR
(R.C. 2111.02)

Upon hearing the application for appointment of guardian herein the Court finds that

(is a) (are) minor _____ and that a guardianship is necessary.

The Court further finds that all persons who were entitled to notice of the hearing thereon were given or waived notice thereof, that the minor is (not) over the age of fourteen years (and has (not) made selection of a guardian, whom the Court finds suitable), that the minor is a resident of this county or has legal settlement herein; that this Court has jurisdiction and that grounds exist for the Court to exercise that jurisdiction.

The Court therefore appoints _____, a suitable and competent person, (limited) guardian of the (person and estate) of

_____ minor _____, with the powers conferred as described, and limited to those powers contained in the Letters of Guardianship issued by this Court.

The Court approves the bond as filed.

The Court finds a record of the hearing was waived.

The Court orders Letters of Guardianship issued to _____ as provided by law.

Date

Probate Judge

PROBATE COURT OF WARREN COUNTY, OHIO

IN THE MATTER OF THE GUARDIANSHIP OF _____

Case No. _____

Decision of Magistrate
APPOINTMENT OF GUARDIAN OF MINOR
(R.C. 2111.02)

Upon hearing the application for appointment of guardian herein the Court finds that

(is a) (are) minor _____ and that a guardianship is necessary.

The Court further finds that all persons who were entitled to notice of the hearing thereon were given or waived notice thereof, that the minor is (not) over the age of fourteen years (and has (not) made selection of a guardian, whom the Court finds suitable), that the minor is a resident of this county or has legal settlement herein; that this Court has jurisdiction and that grounds exist for the Court to exercise that jurisdiction.

The Court therefore appoints _____, a suitable and competent person, (limited) guardian of the (person and estate) of

_____ minor _____, with the powers conferred as described, and limited to those powers contained in the Letters of Guardianship issued by this Court.

The Court approves the bond as filed.

The Court finds a record of the hearing was waived.

The Court orders Letters of Guardianship issued to _____ as provided by law.

Date

Magistrate

STATE OF OHIO)
)
COUNTY OF _____) SS:

AFFIDAVIT OF GUARDIAN APPLICANT

I, _____ affirm the following:
(Name)

I have no pending misdemeanor or felony cases and have not been convicted of or pleaded guilty to any misdemeanor or felony offense; **OR**

I have pending misdemeanor or felony cases or have been convicted of or pleaded guilty to a misdemeanor or felony offense. *(List below any pending cases or convictions that have not been sealed pursuant to R.C. 2953.31-2953.62.)*

DATE	TYPE OF CHARGE	COURT NAME	PENDING / CONVICTED / PLEADED GUILTY
_____	_____	_____	<input type="checkbox"/> Pending <input type="checkbox"/> Convicted <input type="checkbox"/> Pleaded Guilty
_____	_____	_____	<input type="checkbox"/> Pending <input type="checkbox"/> Convicted <input type="checkbox"/> Pleaded Guilty
_____	_____	_____	<input type="checkbox"/> Pending <input type="checkbox"/> Convicted <input type="checkbox"/> Pleaded Guilty
_____	_____	_____	<input type="checkbox"/> Pending <input type="checkbox"/> Convicted <input type="checkbox"/> Pleaded Guilty

I understand that I have a duty to notify _____ within seventy-two
(Court Name)
hours if the information contained in this affidavit should change.

Signature of Applicant

SWORN TO, BEFORE ME, and subscribed in my presence, on this _____ day of _____, 20_____.

Notary Public / Deputy Clerk

Printed Name of Notary Public

Commission Expiration Date: _____
(Affix seal here)