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SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ **PALM SPRINGS** 3255 E. Tahquitz Canyon, Palm Springs, CA 92262 ☐ **TEMECULA** 41002 County Center Dr., Ste. 100, Temecula, CA 92591

☐ **RIVERSIDE** 4050 Main St., Riverside, CA 92501

RI-PR071

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)

Apt.:

TELEPHONE NO.: FAX NO. (*Optional*):

E-MAIL ADDRESS (*Optional*):

ATTORNEY FOR (*Name*): SELF-REPRESENTED

IN RE GUARDIANSHIP OF:

FOR COURT USE ONLY

NOTICE ~

This Guardianship packet is for Guardianship of the Person only. If you are seeking an order for Guardianship of the Estate or Guardianship of Person & Estate, different forms are required that can be obtained at the Clerk's Office.

CASE NUMBER:

CERTIFICATE OF ASSIGNMENT (PROBATE)

NOTICE TO PETITIONER

This certificate must accompany a probate action or proceeding presented for filing. If the ground listed is the residence of a party, name and residence shall be stated.

The undersigned declares that the above-entitled matter is filed for proceedings in the following region of the Superior Court under California rules of the Court, rule 7001: ☐ Western ☐ Mid County ☐ Desert

	Nature of Action	Ground
☐ 1.	**Decedent's Estate Administration (DE-111)** (Probate Code § 7000-12591)	Either the decedent was (1) a resident of this region at time of death or (2) was not a resident of this state at time of death, died in this County, and left property in this region, or (3) was not a resident of this state at time of death, did not die in a County of this State where he/she left property, but left property in this region. Probate Code § 7051-7052.
☐ 2.	**Petition to Determine Succession to Real Property (DE-310)** (Probate Code § 13150-13158)	Either the resident was (1) a resident of this region at time of death or (2) was not a resident of this state at time of death, died in this County, and left property in this region, or (3) was not a resident of this state at time of death, did not die in a County of this State where he/she left property, but left property in this region. Probate Code § 7051-7052.
☐ 3.	**Spousal or Domestic Partner Property Petition (DE-221)** (Probate Code § 13650-13660)	Either the resident was (1) a resident of this region at time of death or (2) was not a resident of this state at time of death, died in this County, and left property in this region, or (3) was not a resident of this state at time of death, did not die in a County of this State where he/she left property, but left property in this region. Probate Code § 7051-7052.

IN THE MATTER OF:	CASE NUMBER:

Nature of Action	Ground
☐ 4. **Conservatorship (GC-310)** (Probate Court § 1400-2955)	Either the proposed conservatee (1) resides in the region, (2) is not a resident of this state and is temporarily living in the region, (3) is not a resident of this state and has property in the region, or (4) establishment of the proceeding in the region is in the best interests of the proposed conservatee. Probate Code § 2201-2202.
☐ 5. **Guardianship (GC-210(P) or GC-210)** (Probate Code § 1400-2955)	Either the proposed minor (1) resides in the region, (2) is not a resident of this state and is temporarily living in the region, (3) is not a resident of this state and has property in the region, or (4) establishment of the proceeding in the region is in the best interests of the proposed minor. Probate Code § 2201-2202.
☐ 6. **Affidavit re: Real Property of Small Value (DE-305)** (Probate Code §13200-13210	Either (1) the decedent was a resident of this region at the time of death, or (2) the decedent was not a resident of this state at time of death but real property of the decedent is located in this region. Probate Code § 13200.
☐ 7. **Compromise by Parent of Minor's Disputed Claim (MC-350)** (Probate Code § 3500)	Either (1) the minor presently resides in this region, or (2) suit on the claim or matter properly could be brought in this region. Probate Code § 3500.
☐ 8. **Other:**	

☐ THIS FILING WOULD NORMALLY FALL WITHIN JURISDICTION OF SUPERIOR COURT.

The address of the petitioner, decedent, conservatee, ward, place of incident or other factors that qualify this case for filing in the above-designated district is:

(NAME-INDICATE TITLE OR OTHER QUALIFYING FACTOR) (ADDRESS)

(CITY) (STATE) (ZIP CODE)

I declare under penalty of perjury under the laws of the State of California the foregoing is true and correct.

Date: _____

(TYPE OR PRINT NAME OF ☐ ATTORNEY ☐ PARTY) (SIGNATURE)

GC-210(P)

Petition for Appointment of Guardian of the Person

Guardianship of the person of *(all children's names):*

_____

_____

Clerk stamps date here when form is filed.

***You may use this form or the* Petition for Appointment of Guardian of Minor *(form GC-210) to petition, or ask, the court to appoint a guardian of the person*. (You must use form GC-210 to ask the court to appoint a guardian of the estate or of both the person and the estate.)**

Fill in court name and street address:

Superior Court of California, County of RIVERSID

☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262

☐ 4050 MAIN ST., RIVERSIDE, CA 92501

☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591

Clerk fills in information below when form is filed.

Case Number:	
Hearing Date and Time:	**Dept.:**

1 **Your name** *(Include the names of all persons who are requesting the court to appoint them or the person named in 4 as guardian for the child* or children* named above and in 8. All must sign this form.):*

a. _____

b. _____

c. _____

2 **Your address and telephone number:**

Street: _____ *Apt.:* ____

City: _____

State: ____ *Zip:* _____ *Phone:* _____

3 ☐ **Your Lawyer** *(if you have one):*

Name: _____ *Bar No.:* _____

Firm name, if any: _____

Street: _____ *Suite:* _____

City: _____ *State:* ____ *Zip:* _____

Telephone: _____ *Fax:* _____ *E-mail:* _____

4 ☐ **I/We want to be guardian of the child or children named in 8** *(Go to 5.)*

☐ **I/We want the person or persons named here to be the guardian of the child or children named in 8.** *Tell the court about the proposed guardian(s) below.*

Name(s):

Street: _____ *Apt.:* ____

City: _____ *State:* ____ *Zip:* _____

Phone: _____ *E-mail:* _____

☐ **I am the child or one of the children named in 8 and a person named in 1. I am at least 12 years old. I want the person or persons named here to be my guardian. My date of birth is** *(month/day/year):* _____ *Tell the court about the proposed guardian(s) below.*

Name(s):

Street: _____ *Apt.:* ____

City: _____ *State:* ____ *Zip:* _____

Phone: _____ *E-mail:* _____

***Under section 1510.1(d) of the Probate Code, the terms *child, minor,* and *ward* include a youth 18 to 20 years of age.**

Guardianship of the person of *(all children's names):*	**Case Number:**
_____	
_____	
_____	

5 **The proposed guardian named in 1 or 4 is** *(check all that apply)*:

a. ☐ Related to the child or children named in 8, as shown in item 3 of the child's or children's attached *Guardianship Petition—Child Information Attachment* (form(s) GC-210(CA)).

b. ☐ Not related to the child or children named in 8.

c. ☐ A nominee of a parent of one or more of the children named in 8, as shown in item 5 of the child's or children's attached *Guardianship Petition—Child Information Attachment* (form(s) GC-210(CA)).

6 ☐ **Check this box if you checked the box in item 5b (guardian unrelated to child or children).** *Answer the question in item a and check the box in item b or c. If you check the box in c, provide the signed statement of the proposed guardian on a separate sheet of paper. Write "Form GC-210(P)—Attachment 6: Statement of Unrelated Guardian" at the top of the paper and attach it to this form.*

a. Does the proposed guardian run a licensed foster family home? ☐ Yes ☐ No

b. ☐ I am the proposed guardian. I will promptly furnish any information requested by an agency investigating an adoption or a local agency designated by the county to provide public social services.

c. ☐ I am **not** the proposed guardian. The signed statement of the proposed guardian agreeing to promptly furnish any information requested by an agency investigating an adoption or a local agency designated by the county to provide public social services is attached to this form as Attachment 6.

7 ☐ **A person other than the proposed guardian(s) named in 1 or 4 has been nominated in a will or other writing as guardian of the child or children named in 8. A copy of the written nomination is attached.** *Write "Form GC-210(P)—Attachment 7: Nomination of Another Person as Guardian" at the top of the writing and attach it to this form. Fill in the nominated person's name and address in item 2 of the* Guardianship Petition—Child Information Attachment (*form GC-210(CA)) for each child for whom the person was nominated as guardian.*

8 **Tell the court about the child or children who need a guardian.**
Fill out and attach to this form a separate copy of Guardianship Petition—Child Information Attachment *(form GC-210(CA)) for* each *child named below. Show all children's names at the top of all pages of this form. Fill out and attach to this form a* Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) *(form FL-105/GC-120) concerning all children under 18 years of age listed below.*

The full legal name and date of birth of each child who needs a guardian is *(specify):*

a. Name: _____ _____ _____ Date of birth: _____
First *Middle* *Last* *Month/Day/Year*

b. Name: _____ _____ _____ Date of birth: _____
First *Middle* *Last* *Month/Day/Year*

c. Name: _____ _____ _____ Date of birth: _____
First *Middle* *Last* *Month/Day/Year*

d. Name: _____ _____ _____ Date of birth: _____
First *Middle* *Last* *Month/Day/Year*

e. Name: _____ _____ _____ Date of birth: _____
First *Middle* *Last* *Month/Day/Year*

☐ *Check here if there are additional children. Continue this list on a separate sheet of paper. Write "Form GC-210(P)—Attachment 8: Additional Children" at the top of the paper and attach it to this form.*

Guardianship of the person of *(all children's names):*	**Case Number:**

9 The guardianship is necessary or convenient for the reasons given below.

(Explain why each child listed in 8 needs a guardian.)

☐ *Check here if you need more space. Continue your explanation on a separate sheet of paper. Write "Form GC-210(P)—Attachment 9: Need for Guardian" at the top of the paper and attach it to this form.*

10 I/We ask the court to *(check all that apply):*

a. Appoint the person named in 1 or 4 guardian of the person of the child or children named in 8 and issue *Letters of Guardianship.*

b. ☐ Excuse me/us from having to give notice of the hearing on this petition to one or more relatives or other persons listed in item 2 of the attached *Guardianship Petition—Child Information Attachment* (form GC-210(CA)) for the reasons given below. *(Specify (1) the name of each child, (2) the name and relationship to the child of each of the persons to whom you want the court to excuse you from giving notice, and (3) the reasons for your request, including the steps, if any, you have taken to find each person.):*

☐ *Check here if you need more space. Continue your explanation on a separate sheet of paper. Write "Form GC-210(P)—Attachment 10b: Request for Waiver of Notice" at the top of the paper and attach it to this form.*

The relatives and other persons listed in item 2 of each child's* Guardianship Petition—Child Information Attachment *(form GC-210(CA)) must be given notice of the hearing on your petition for appointment of a guardian for that child unless the court excuses you from giving notice. The court may waive (excuse) this requirement if you can show the court that you do not know where the relative or other person is located after making reasonable efforts to find him or her or if giving notice to that person may harm the child or otherwise be contrary to the interests of justice. See rule 7.52 of the California Rules of Court for information on making reasonable efforts to find a person.

Guardianship of the person of *(all children's names):*	**Case Number:**

10 c. ☐ Make the following additional orders *(specify)*:

☐ *Check here if you need more space. Continue your request for additional orders on a separate sheet of paper. Write "Form GC-210(P)—Attachment 10c: Additional Orders" at the top of the paper and attach it to this form.*

11 **Filed with this petition are the following** *(check all that apply):*

☒ *Consent of Proposed Guardian* (form GC-211, item 1)
☐ *Nomination of Guardian* (form GC-211, items 2 and 3)
☐ *Consent to Appointment of Guardian and Waiver of Notice* (form GC-211, item 4).
☐ *Petition for Appointment of Temporary Guardian or Conservator* (form GC-110)
☐ *Petition for Appointment of Temporary Guardian of the Person* (form GC-110(P))
☒ *Confidential Guardian Screening Form* (form GC-212)
☐ *Petition for Special Immigrant Juvenile Findings* (form GC-220)
☐ Other *(specify)*:

12 All attachments are made part of this form as though included here. There are _____ pages attached to this form.

Date: _____ _____ ▶ _____
Petitioner's attorney types or prints name here *Petitioner's attorney signs here*

All petitioners and the proposed ward—if he or she is at least 18 but not yet 21 years of age and not a petitioner—must read and sign below.

I declare under penalty of perjury under the laws of the State of California that the information stated above is true and correct.

Date: _____ _____ ▶ _____
Petitioner types or prints name here *Petitioner signs here*

Date: _____ _____ ▶ _____
Petitioner types or prints name here *Petitioner signs here*

I consent to the appointment of the person named in 1 or 4 as guardian of my person and to his or her performance of the duties of a guardian on my behalf.

Date: _____ _____ ▶ _____
Proposed ward types or prints name here *Proposed ward signs here*

SHORT TITLE: IN RE GUARDIANSHIP OF:	CASE NUMBER:

ATTACHMENT *(Number):* _____

(This Attachment may be used with any Judicial Council form.)

(If the item that this Attachment concerns is made under penalty of perjury, all statements in this Attachment are made under penalty of perjury.)

(Add pages as required)

WARNING - You must fill out a separate form, GC-210(CA) for each child. You can obtain additional copies at the Clerk's office.

GC-210(CA)

Guardianship Petition—Child Information Attachment

Case Number:

Guardianship of *(all children's names):* _____

_____

This child's name: _____

Fill out a separate copy of this form for **each** child for whom you want the court to appoint a guardian.

This form is attached to the Petition, ☐ item 2 of form GC-210, or ☒ item 8 of form GC-210(P).

The Petition asks for the appointment of a guardian of this child's *(specify):* ☒ person ☐ estate ☐ person and estate

1 Tell the court about this child

a. Child's full legal name: _____ Date of birth: _____
First Middle Last Month/Day/Year

b. Child's current address: _____

_____

_____

c. ***(If the Petition to which this form is attached asks for the appointment of a guardian of this child's estate only, skip this item 1c, select item 8 a on page 5, and answer the rest of the items in this form. If the Petition asks for the appointment of a guardian of this child's person or this child's person and estate, complete the steps described here.*** *Ask the child, if he or she is old enough, and the child's parents or any other legal guardian, and any Indian custodian, whether the child is or may be an Indian (Native American) child. You may not rely merely on your own knowledge and belief about the child. If possible, ask these persons before you file your petition, including this form, so you can use the information you receive to answer questions (1) and (2) below. Answer those questions, item 8 on page 5, and the rest of the items in this form.)*

(For more information about your duties concerning a child who is or may be an Indian child involved in a guardianship of the person under the Indian Child Welfare Act ("ICWA") (25 U.S.C. § 1901 et seq.) and California law, including making the inquiry described above and completing this form, see the **Information Sheet on Indian Child Inquiry Attachments and Notice of Child Custody Proceeding For Indian Child** ***(form ICWA-005-INFO).)***

(1) Is this child a member of, or eligible for membership in, one or more Indian tribes recognized by the federal government? ☐ No ☐ Not sure ☐ Yes *(specify tribe or tribes):* _____

_____

_____

(If you checked "Yes" to item (1), this guardianship case is subject to ICWA. If you checked "Not sure" or "No" to item (1), answer item (2).)

(2) Do you know or have reason to know (within the meaning of Prob. Code, §§ 1460.2(a), Welf. & Inst. Code, § 224.3(b), and Cal. Rules of Court, rule 7.1015), whether this child is or may be an Indian child?
☐ No ☐ Yes *(If you checked "Yes" to either item (1) or (2), you must file and serve a* Notice of Child Custody Proceeding for Indian Child *(form ICWA-030), in addition to service of any other notices required in this case. For information about what is "reason to know whether the child is or may be an Indian child" and the notice requirement, including who must be served, how to serve them, and how to prove to the court that you have done so, and how to fill out and file the* Notice, *see the* Information Sheet on Indian Child Inquiry Attachments and Notice of Child Custody Proceeding For Indian Child *(form ICWA-005-INFO).)*

d. Is this child married? ☐ Yes ☐ No ☐ Never married If you checked "No," was this child formerly married but the marriage was dissolved or ended in divorce? ☐ Yes ☐ No
(The court cannot appoint a guardian of the person for a minor child who is married or whose marriage was dissolved or ended in divorce.)

Guardianship of *(all children's names)*: _____

Case Number:

This child's name: _____

1 Tell the court about this child (continued)

e. Is this child receiving public assistance? ☐ Yes ☐ No ☐ Unknown *(If you checked "Yes," fill out below.)*

Type of Aid	Monthly Benefit	Type of Aid	Monthly Benefit
☐ TANF (Temporary Asst. for Needy Families)	$	☐ Other *(explain)*:	$
☐ Social Security	$	☐ Other *(explain)*:	$
☐ Dept. Veterans Affairs Benefits	$		

f. Name and address of the person with *legal* custody of this child: _____

g. ☐ *(Check this box and fill out below if the person the child lives with is not the person with legal custody.)* Name and address of the person this child lives with (has the care of the child): _____

h. ☐ *(Check this box if this child has been involved in an adoption, juvenile court, marriage dissolution (divorce), domestic relations, custody, or other similar court case.)* Describe the court case below:

Type of Case	Court District or County and State	Case Number (if known)

i. ☐ *(Check this box if this child is in or on leave from an institution supervised by the California Department of Developmental Services or the California Department of Mental Health.)* Write the name of the institution here: _____

2 List the names and addresses of this child's relatives and other persons shown below:

Relationship	Name	Home Address (Street, City, State, Zip)
Father		
Mother		
Grandfather (Father's father)		
Grandmother (Father's mother)		
Grandfather (Mother's father)		
Grandmother (Mother's mother)		

Guardianship of *(all children's names):* _____

Case Number:

This child's name: _____

2 Names and addresses of this child's relatives and other persons (continued):

Relationship	Name	Home Address (Street, City, State, Zip)
Brother/Sister		
Brother/Sister		
Brother/Sister		
Brother/Sister		
Brother/Sister		
Brother/Sister		
Brother/Sister		

☐ *(Check here if this child has additional brothers or sisters, including half-brothers and half-sisters, and list their names and addresses on a separate sheet of paper. Write "Form GC-210(CA)," the name of this child, and "Item 2:—Other Siblings" at the top of the paper and attach it to this form.)*

Spouse *(Guardianship of the estate only)*		
Person nominated as guardian of this child *(Other than a proposed guardian listed in 3)*		

3 Information about the proposed guardian:

a. Name *(name all proposed guardians if more than one):* _____

b. Relationship(s) to the child named in 1 *(check all that apply):*

☐ Relative *(specify relationships of all proposed guardians to the child):* _____

☐ Not a relative *(explain interest in or connection to this child):* _____

Guardianship of *(all children's names):* _____

Case Number:

This child's name: _____

4 *Explain why appointing the person in* **3** *guardian would be best for this child:* _____

☐ *(Check here if you need more space. Continue your explanation on a separate sheet of paper. Write "Form GC-210(CA)," the name of this child, and "Attachment 4:—Best Interest of Child" at the top of the paper and attach it to this form.)*

5 Do one or both of this child's parents agree that the person in **3** can be the child's guardian?

a. Father: ☐ Yes ☐ No ☐ Not known at this time.

b. Mother: ☐ Yes ☐ No ☐ Not known at this time.

(You may file a filled-out Consent to Appointment of Guardian and Waiver of Notice *(form GC-211, item 4) signed by the child's parent or parents (or any adult relative listed in* **2***) who agree. The court may excuse you from having to give notice of the court hearing on your request for appointment of a guardian to a parent or other relative who signs that form.)*

6 **Suitability for guardianship of this child**

a. Does this child live with the person in **3** now? ☐ Yes ☐ No

b. If the court approves the guardianship, will this child live with the person in **3**? ☐ Yes ☐ No

c. Does the person in **3** plan to adopt this child now? ☐ Yes ☐ No

7 ☐ **Check this box if you (the petitioner) are *not* the person in 3 , and fill in below.**

Your relationship to this child:

☐ Relative *(specify):* _____

☐ Not a relative *(explain your interest in or connection to this child):* _____

Guardianship of *(all children's names):* _____

_____

Case Number:

This child's name: _____

8 An Indian child inquiry concerning the child named above:

a. ☐ is not required; this is a guardianship of the estate only. *(If you check this box, skip the rest of item 8 .)*

b. ☐ has not been made or completed for the following reasons *(check all that apply):*

(1) ☐ Petitioner knows the child is an Indian child and has identified the child's tribe or tribes in item 1 .

(2) ☐ Petitioner (or the proposed guardian if he or she is not the petitioner) is the child's Indian custodian.

(3) ☐ Petitioner has been unable to communicate with the child's parents, other legal guardian, or Indian custodian for the following reasons and despite the following efforts to do so *(describe):*

_____

_____

_____

☐ *(Check here if you need more space. Continue your explanation on a separate sheet of paper. Write "Form GC-210(CA)," the name of this child, and "Attachment 8b(3):—Indian Child Inquiry" at the top of the paper and attach it to this form.)*

c. ☐ has been made and the following information was obtained *(check all that apply):*

(1) The names, relationships to the child named above, addresses, and telephone numbers, of the persons interviewed by Petitioner to collect or confirm the information given below, and the date or dates the interviews took place, are provided on one or more separate sheets of paper attached to this form.

(Write "Form GC-210(CA)," the name of this child, and "Attachment 8c(1):—Indian Child Inquiry" at the top of each page of paper you attach to this form to complete this item.)

(2) ☐ The child is or may be a member of or eligible for membership in a tribe.

Tribe or tribes: _____

Band *(if applicable):* _____

(3) ☐ The child's parents, grandparents, or great-grandparents are or were members of a tribe or tribes.

Tribe or tribes: _____

Band *(if applicable):* _____

(4) ☐ The residence or domicile of the child, the child's parents, or the child's Indian custodian is in a predominantly Indian community.

(5) ☐ The child or the child's family has received services or benefits from a tribe or services that are available to Indians from tribes or the federal government, such as the Indian Health Service or Tribal Temporary Assistance to Needy Families (TANF).

(6) ☐ The child may have Indian ancestry.

(7) ☐ Other reason or reasons to know the child is or may be an Indian child: _____

_____

_____

_____

_____

(8) ☐ The child has no known Indian ancestry.

9 Except as otherwise stated in this form, the statements made in the Petition to which this form is attached fully apply to this child.

WARNING - You must fill out a separate form, GC-210(CA) for each child. You can obtain additional copies at the Clerk's office.

GC-210(CA)

Guardianship Petition—Child Information Attachment

Case Number:

Guardianship of *(all children's names):* _____

_____

This child's name: _____

Fill out a separate copy of this form for **each** child for whom you want the court to appoint a guardian.

This form is attached to the Petition, ☐ item 2 of form GC-210, or ☒ item 8 of form GC-210(P).

The Petition asks for the appointment of a guardian of this child's *(specify):* ☒ person ☐ estate ☐ person and estate

1 Tell the court about this child

a. Child's full legal name: _____ Date of birth: _____
First Middle Last Month/Day/Year

b. Child's current address: _____

_____

_____

c. ***(If the Petition to which this form is attached asks for the appointment of a guardian of this child's estate only, skip this item 1c, select item 8 a on page 5, and answer the rest of the items in this form. If the Petition asks for the appointment of a guardian of this child's person or this child's person and estate, complete the steps described here.*** *Ask the child, if he or she is old enough, and the child's parents or any other legal guardian, and any Indian custodian, whether the child is or may be an Indian (Native American) child. You may not rely merely on your own knowledge and belief about the child. If possible, ask these persons before you file your petition, including this form, so you can use the information you receive to answer questions (1) and (2) below. Answer those questions, item 8 on page 5, and the rest of the items in this form.)*

(For more information about your duties concerning a child who is or may be an Indian child involved in a guardianship of the person under the Indian Child Welfare Act ("ICWA") (25 U.S.C. § 1901 et seq.) and California law, including making the inquiry described above and completing this form, see the **Information Sheet on Indian Child Inquiry Attachments and Notice of Child Custody Proceeding For Indian Child** ***(form ICWA-005-INFO).)***

(1) Is this child a member of, or eligible for membership in, one or more Indian tribes recognized by the federal government? ☐ No ☐ Not sure ☐ Yes *(specify tribe or tribes):* _____

_____

_____

(If you checked "Yes" to item (1), this guardianship case is subject to ICWA. If you checked "Not sure" or "No" to item (1), answer item (2).)

(2) Do you know or have reason to know (within the meaning of Prob. Code, §§ 1460.2(a), Welf. & Inst. Code, § 224.3(b), and Cal. Rules of Court, rule 7.1015), whether this child is or may be an Indian child?
☐ No ☐ Yes *(If you checked "Yes" to either item (1) or (2), you must file and serve a* Notice of Child Custody Proceeding for Indian Child *(form ICWA-030), in addition to service of any other notices required in this case. For information about what is "reason to know whether the child is or may be an Indian child" and the notice requirement, including who must be served, how to serve them, and how to prove to the court that you have done so, and how to fill out and file the* Notice, *see the* Information Sheet on Indian Child Inquiry Attachments and Notice of Child Custody Proceeding For Indian Child *(form ICWA-005-INFO).)*

d. Is this child married? ☐ Yes ☐ No ☐ Never married If you checked "No," was this child formerly married but the marriage was dissolved or ended in divorce? ☐ Yes ☐ No
(The court cannot appoint a guardian of the person for a minor child who is married or whose marriage was dissolved or ended in divorce.)

Guardianship of *(all children's names)*: _____

Case Number:

This child's name: _____

1 Tell the court about this child (continued)

e. Is this child receiving public assistance? ☐ Yes ☐ No ☐ Unknown *(If you checked "Yes," fill out below.)*

Type of Aid	Monthly Benefit	Type of Aid	Monthly Benefit
☐ TANF (Temporary Asst. for Needy Families)	$	☐ Other *(explain)*:	$
☐ Social Security	$	☐ Other *(explain)*:	$
☐ Dept. Veterans Affairs Benefits	$		

f. Name and address of the person with *legal* custody of this child: _____

g. ☐ *(Check this box and fill out below if the person the child lives with is not the person with legal custody.)* Name and address of the person this child lives with (has the care of the child): _____

h. ☐ *(Check this box if this child has been involved in an adoption, juvenile court, marriage dissolution (divorce), domestic relations, custody, or other similar court case.)* Describe the court case below:

Type of Case	Court District or County and State	Case Number (if known)

i. ☐ *(Check this box if this child is in or on leave from an institution supervised by the California Department of Developmental Services or the California Department of Mental Health.)* Write the name of the institution here: _____

2 List the names and addresses of this child's relatives and other persons shown below:

Relationship	Name	Home Address (Street, City, State, Zip)
Father		
Mother		
Grandfather (Father's father)		
Grandmother (Father's mother)		
Grandfather (Mother's father)		
Grandmother (Mother's mother)		

Guardianship of *(all children's names):* _____

Case Number:

This child's name: _____

2 Names and addresses of this child's relatives and other persons (continued):

Relationship	Name	Home Address (Street, City, State, Zip)
Brother/Sister		
Brother/Sister		
Brother/Sister		
Brother/Sister		
Brother/Sister		
Brother/Sister		
Brother/Sister		

☐ *(Check here if this child has additional brothers or sisters, including half-brothers and half-sisters, and list their names and addresses on a separate sheet of paper. Write "Form GC-210(CA)," the name of this child, and "Item 2:—Other Siblings" at the top of the paper and attach it to this form.)*

Spouse *(Guardianship of the estate only)*		
Person nominated as guardian of this child *(Other than a proposed guardian listed in 3)*		

3 Information about the proposed guardian:

a. Name *(name all proposed guardians if more than one):* _____

b. Relationship(s) to the child named in 1 *(check all that apply):*

☐ Relative *(specify relationships of all proposed guardians to the child):* _____

☐ Not a relative *(explain interest in or connection to this child):* _____

Guardianship of *(all children's names):* _____

Case Number:

This child's name: _____

4 *Explain why appointing the person in* **3** *guardian would be best for this child:* _____

☐ *(Check here if you need more space. Continue your explanation on a separate sheet of paper. Write "Form GC-210(CA)," the name of this child, and "Attachment 4:—Best Interest of Child" at the top of the paper and attach it to this form.)*

5 Do one or both of this child's parents agree that the person in **3** can be the child's guardian?

a. Father: ☐ Yes ☐ No ☐ Not known at this time.

b. Mother: ☐ Yes ☐ No ☐ Not known at this time.

(You may file a filled-out Consent to Appointment of Guardian and Waiver of Notice *(form GC-211, item 4) signed by the child's parent or parents (or any adult relative listed in* **2***) who agree. The court may excuse you from having to give notice of the court hearing on your request for appointment of a guardian to a parent or other relative who signs that form.)*

6 **Suitability for guardianship of this child**

a. Does this child live with the person in **3** now? ☐ Yes ☐ No

b. If the court approves the guardianship, will this child live with the person in **3**? ☐ Yes ☐ No

c. Does the person in **3** plan to adopt this child now? ☐ Yes ☐ No

7 ☐ **Check this box if you (the petitioner) are *not* the person in 3 , and fill in below.**

Your relationship to this child:

☐ Relative *(specify):* _____

☐ Not a relative *(explain your interest in or connection to this child):* _____

Guardianship of *(all children's names):* _____

_____

Case Number:

This child's name: _____

8 An Indian child inquiry concerning the child named above:

a. ☐ is not required; this is a guardianship of the estate only. *(If you check this box, skip the rest of item 8 .)*

b. ☐ has not been made or completed for the following reasons *(check all that apply):*

(1) ☐ Petitioner knows the child is an Indian child and has identified the child's tribe or tribes in item 1 .

(2) ☐ Petitioner (or the proposed guardian if he or she is not the petitioner) is the child's Indian custodian.

(3) ☐ Petitioner has been unable to communicate with the child's parents, other legal guardian, or Indian custodian for the following reasons and despite the following efforts to do so *(describe):*

_____

_____

_____

☐ *(Check here if you need more space. Continue your explanation on a separate sheet of paper. Write "Form GC-210(CA)," the name of this child, and "Attachment 8b(3):—Indian Child Inquiry" at the top of the paper and attach it to this form.)*

c. ☐ has been made and the following information was obtained *(check all that apply):*

(1) The names, relationships to the child named above, addresses, and telephone numbers, of the persons interviewed by Petitioner to collect or confirm the information given below, and the date or dates the interviews took place, are provided on one or more separate sheets of paper attached to this form.

(Write "Form GC-210(CA)," the name of this child, and "Attachment 8c(1):—Indian Child Inquiry" at the top of each page of paper you attach to this form to complete this item.)

(2) ☐ The child is or may be a member of or eligible for membership in a tribe.

Tribe or tribes: _____

Band *(if applicable):* _____

(3) ☐ The child's parents, grandparents, or great-grandparents are or were members of a tribe or tribes.

Tribe or tribes: _____

Band *(if applicable):* _____

(4) ☐ The residence or domicile of the child, the child's parents, or the child's Indian custodian is in a predominantly Indian community.

(5) ☐ The child or the child's family has received services or benefits from a tribe or services that are available to Indians from tribes or the federal government, such as the Indian Health Service or Tribal Temporary Assistance to Needy Families (TANF).

(6) ☐ The child may have Indian ancestry.

(7) ☐ Other reason or reasons to know the child is or may be an Indian child: _____

_____

_____

_____

_____

(8) ☐ The child has no known Indian ancestry.

9 Except as otherwise stated in this form, the statements made in the Petition to which this form is attached fully apply to this child.

ATTORNEY OR PARTY WITHOUT ATTORNEY *(Name, State Bar number, and address):*

TELEPHONE NO.: FAX NO. *(Optional):*
E-MAIL ADDRESS *(Optional):*
ATTORNEY FOR *(Name):* SELF-REPRESENTED

FOR COURT USE ONLY

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262
☐ 4050 MAIN ST., RIVERSIDE, CA 92501
☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591

GUARDIANSHIP OF THE ☒ PERSON ☐ ESTATE OF *(Name):*

☒ **CONSENT OF PROPOSED GUARDIAN**
☐ **NOMINATION OF GUARDIAN**
☐ **CONSENT TO APPOINTMENT OF GUARDIAN AND WAIVER OF NOTICE**

CASE NUMBER:

CONSENT OF PROPOSED GUARDIAN

1. I consent to serve as guardian of the ☒ person ☐ estate of the minor.

Date:

(TYPE OR PRINT NAME) (SIGNATURE OF PROPOSED GUARDIAN)

NOMINATION OF GUARDIAN

2. I am ☐ a parent of the minor ☐ a donor of a gift to the minor. I nominate *(name and address):*

as guardian of the ☐ person ☐ estate of the minor.

3. I am ☐ a parent of the minor ☐ a donor of a gift to the minor. I nominate *(name and address):*

as guardian of the ☐ person ☐ estate of the minor.

Date:

(TYPE OR PRINT NAME) (SIGNATURE)

NOTICE: The guardian of the person of a minor child has full legal and physical custody until the child becomes an adult or is adopted, the court changes guardians, or the court terminates the guardianship. Parents or other interested persons must petition the court to terminate the guardianship. The court will not do so unless the judge decides that termination would be in the child's best interest.

CONSENT TO APPOINTMENT OF GUARDIAN AND WAIVER OF NOTICE

4. I consent to appointment of the guardian as requested in the *Petition for Appointment of Guardian of Minor,* filed on *(date):* _____. I am entitled to notice in this proceeding, but I waive notice of hearing of the petition, including notice of any request for independent powers contained in it. I waive timely receipt of a copy of the petition.

DATE	(TYPE OR PRINT NAME)	(SIGNATURE)	RELATIONSHIP TO MINOR

☐ Continued on Attachment 4.

CONFIDENTIAL (DO NOT ATTACH TO PETITION)

GC-212

ATTORNEY OR PARTY WITHOUT ATTORNEY *(Name, State Bar number, and address):*

TELEPHONE NO.: FAX NO. *(Optional):*

E-MAIL ADDRESS *(Optional):*

ATTORNEY FOR *(Name):* SELF-REPRESENTED

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262

☐ 4050 MAIN ST., RIVERSIDE, CA 92501

☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591

NOTICE ~

If there is more that one proposed guardian, each person must complete a Confidential Screening Form. You can obtain additional forms at the Court Clerk's Office or online at: www.courtinfo.ca.gov/forms

GUARDIANSHIP OF

(Name):

MINOR

CASE NUMBER:

CONFIDENTIAL GUARDIAN SCREENING FORM

Guardianship of ☒ **Person** ☐ **Estate**

HEARING DATE AND TIME:

DEPT.:

The proposed guardian must complete and sign this form. The person requesting appointment of a guardian must submit the completed and signed form to the court with the guardianship petition.

This form must remain confidential.

How This Form Will Be Used

This form is **confidential** and will not be a part of the public file in this case. Each proposed guardian must complete and sign a separate copy of this form under rule 7.1001 of the California Rules of Court. The information provided will be used by the court and by persons and agencies designated by the court to assist the court in determining whether to appoint the proposed guardian as guardian. The proposed guardian **must** respond to each item.

1. a. **Proposed guardian *(name):***
   b. Date of birth:
   c. Social security number: d. Driver's license number: State:
   e. Telephone numbers: Home: Work: Other:

2. ☐ I am ☐ I am not required to register as a sex offender under California Penal Code section 290. *(If you checked "I am," explain in Attachment 2.)*

3. ☐ I have ☐ I have not been charged with, arrested for, or convicted of a crime deemed to be a felony or a misdemeanor. *(If you checked "I have," explain in Attachment 3.)*
   ☐ *(Check here if you have been arrested for drug or alcohol-related offenses.)*

4. ☐ I have ☐ I have not had a restraining order or protective order filed against me in the last 10 years. *(If you checked "I have," explain in Attachment 4.)*

5. ☐ I am ☐ I am not receiving services from a psychiatrist, psychologist, or therapist for a mental health–related issue. *(If you checked "I am," explain in Attachment 5.)*

6. Do you, or does any other person living in your home, have a social worker or parole or probation officer assigned to him or her?
   ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 6 and provide the name and address of each social worker, parole officer, or probation officer.)*

7. Have you, or has any other person living in your home, been charged with, arrested for, or convicted of any form of child abuse, neglect, or molestation? ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 7.)*

8. ☐ I am ☐ I am not aware of any reports alleging any form of child abuse, neglect, or molestation made to any agency charged with protecting children (e.g., Child Protective Services) or any other law enforcement agency regarding me or any other person living in my home. *(If you checked "I am," explain in Attachment 8 and provide the name and address of each agency.)*

9. Have you, or has any other person living in your home, habitually used any illegal substances or abused alcohol?
   ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 9.)*

Form Adopted for Mandatory Use
Judicial Council of California
GC-212 [Rev. July 1, 2009]

Probate Code, § 1516;
Family Code, § 3011;
Cal. Rules of Court, rule 7.1001
www.courtinfo.ca.gov

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GC-212

GUARDIANSHIP OF *(Name):* MINOR	CASE NUMBER:

10. Have you, or has any other person living in your home, been charged with, arrested for, or convicted of a crime involving illegal substances or alcohol?
    ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 10.)*
11. Do you or does any other person living in your home suffer from mental illness?
    ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 11.)*
12. Do you suffer from any physical disability that would impair your ability to perform the duties of guardian?
    ☐ Yes ☐ No *(If you checked 'Yes," explain in Attachment 12.)*
13. ☐ I have or may have ☐ I do not have an adverse interest that the court may consider to be a risk to, or to have an effect on, my ability to faithfully perform the duties of guardian.
    (If you checked "I have or may have," explain in Attachment 13.)
14. ☐ I have ☐ I have not previously been appointed guardian, conservator, executor, or fiduciary in another proceeding.
    (If you checked "I have," explain in Attachment 14.)
15. ☐ I have ☐ I have not been removed as guardian, conservator, executor, or fiduciary in any other proceeding.
    (If you checked "I have," explain in Attachment 15.)
16. ☐ I am ☐ I am not a private professional fiduciary, as defined in Business and Professions Code section 6501(f).
    (If you checked "I am," respond to item 17. If you checked "I am not," go to item 18.)
17. ☐ I am ☐ I am not currently licensed by the Professional Fiduciaries Bureau of the Department of Consumer Affairs. My license status and information is stated in item 1 on page 1 of the Professional Fiduciary Attachment signed by me and attached to the petition that proposes my appointment as guardian in this matter. *(Complete and sign the Professional Fiduciary Attachment and attach it to the petition, or deliver it to the petitioner for attachment, before the petition is filed. See item 4d of the petition. Use form GC-210(A-PF)/GC-310(A-PF) for this attachment.)*
18. ☐ I am ☐ I am not a responsible corporate officer authorized to act for *(name of corporation):*

    ,

    a California nonprofit charitable corporation that meets the requirements for appointment as guardian of the proposed ward under Probate Code section 2104. I certify that the corporation's articles of incorporation specifically authorize it to accept appointments as guardian. *(If you checked "I am," explain the circumstances of the corporation's care of, counseling of, or financial assistance to the proposed ward in Attachment 18.)*
19. ☐ I have ☐ I have not filed for bankruptcy protection within the last 10 years.
    (If you checked "I have," explain in Attachment 19.)

MINORS' CONTACT INFORMATION

20. Minor's name:	School *(name):*	
Home telephone:	School telephone:	Other telephone:
21. Minor's name:	School *(name):*	
Home telephone:	School telephone:	Other telephone:
22. Minor's name:	School *(name):*	
Home telephone:	School telephone:	Other telephone:

☐ Information on additional minors is attached.

DECLARATION

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME OF PROPOSED GUARDIAN) (SIGNATURE OF PROPOSED GUARDIAN)*

* Each proposed guardian must fill out and file a separate screening form.

CONFIDENTIAL (DO NOT ATTACH TO PETITION)

GC-212

ATTORNEY OR PARTY WITHOUT ATTORNEY *(Name, State Bar number, and address):*

TELEPHONE NO.: FAX NO. *(Optional):*

E-MAIL ADDRESS *(Optional):*

ATTORNEY FOR *(Name):* SELF-REPRESENTED

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262

☐ 4050 MAIN ST., RIVERSIDE, CA 92501

☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591

NOTICE ~

If there is more that one proposed guardian, each person must complete a Confidential Screening Form. You can obtain additional forms at the Court Clerk's Office or online at: www.courtinfo.ca.gov/forms

GUARDIANSHIP OF

(Name):

MINOR

CASE NUMBER:

CONFIDENTIAL GUARDIAN SCREENING FORM

Guardianship of ☒ **Person** ☐ **Estate**

HEARING DATE AND TIME:

DEPT.:

The proposed guardian must complete and sign this form. The person requesting appointment of a guardian must submit the completed and signed form to the court with the guardianship petition.

This form must remain confidential.

How This Form Will Be Used

This form is **confidential** and will not be a part of the public file in this case. Each proposed guardian must complete and sign a separate copy of this form under rule 7.1001 of the California Rules of Court. The information provided will be used by the court and by persons and agencies designated by the court to assist the court in determining whether to appoint the proposed guardian as guardian. The proposed guardian **must** respond to each item.

1. a. **Proposed guardian *(name):***
   b. Date of birth:
   c. Social security number: d. Driver's license number: State:
   e. Telephone numbers: Home: Work: Other:

2. ☐ I am ☐ I am not required to register as a sex offender under California Penal Code section 290. *(If you checked "I am," explain in Attachment 2.)*

3. ☐ I have ☐ I have not been charged with, arrested for, or convicted of a crime deemed to be a felony or a misdemeanor. *(If you checked "I have," explain in Attachment 3.)*
   ☐ *(Check here if you have been arrested for drug or alcohol-related offenses.)*

4. ☐ I have ☐ I have not had a restraining order or protective order filed against me in the last 10 years. *(If you checked "I have," explain in Attachment 4.)*

5. ☐ I am ☐ I am not receiving services from a psychiatrist, psychologist, or therapist for a mental health–related issue. *(If you checked "I am," explain in Attachment 5.)*

6. Do you, or does any other person living in your home, have a social worker or parole or probation officer assigned to him or her?
   ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 6 and provide the name and address of each social worker, parole officer, or probation officer.)*

7. Have you, or has any other person living in your home, been charged with, arrested for, or convicted of any form of child abuse, neglect, or molestation? ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 7.)*

8. ☐ I am ☐ I am not aware of any reports alleging any form of child abuse, neglect, or molestation made to any agency charged with protecting children (e.g., Child Protective Services) or any other law enforcement agency regarding me or any other person living in my home. *(If you checked "I am," explain in Attachment 8 and provide the name and address of each agency.)*

9. Have you, or has any other person living in your home, habitually used any illegal substances or abused alcohol?
   ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 9.)*

Form Adopted for Mandatory Use
Judicial Council of California
GC-212 [Rev. July 1, 2009]

Probate Code, § 1516;
Family Code, § 3011;
Cal. Rules of Court, rule 7.1001
www.courtinfo.ca.gov

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GC-212

GUARDIANSHIP OF *(Name):* MINOR	CASE NUMBER:

10. Have you, or has any other person living in your home, been charged with, arrested for, or convicted of a crime involving illegal substances or alcohol?
    ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 10.)*
11. Do you or does any other person living in your home suffer from mental illness?
    ☐ Yes ☐ No *(If you checked "Yes," explain in Attachment 11.)*
12. Do you suffer from any physical disability that would impair your ability to perform the duties of guardian?
    ☐ Yes ☐ No *(If you checked 'Yes," explain in Attachment 12.)*
13. ☐ I have or may have ☐ I do not have an adverse interest that the court may consider to be a risk to, or to have an effect on, my ability to faithfully perform the duties of guardian.
    (If you checked "I have or may have," explain in Attachment 13.)
14. ☐ I have ☐ I have not previously been appointed guardian, conservator, executor, or fiduciary in another proceeding.
    (If you checked "I have," explain in Attachment 14.)
15. ☐ I have ☐ I have not been removed as guardian, conservator, executor, or fiduciary in any other proceeding.
    (If you checked "I have," explain in Attachment 15.)
16. ☐ I am ☐ I am not a private professional fiduciary, as defined in Business and Professions Code section 6501(f).
    (If you checked "I am," respond to item 17. If you checked "I am not," go to item 18.)
17. ☐ I am ☐ I am not currently licensed by the Professional Fiduciaries Bureau of the Department of Consumer Affairs. My license status and information is stated in item 1 on page 1 of the Professional Fiduciary Attachment signed by me and attached to the petition that proposes my appointment as guardian in this matter. *(Complete and sign the Professional Fiduciary Attachment and attach it to the petition, or deliver it to the petitioner for attachment, before the petition is filed. See item 4d of the petition. Use form GC-210(A-PF)/GC-310(A-PF) for this attachment.)*
18. ☐ I am ☐ I am not a responsible corporate officer authorized to act for *(name of corporation):*

    ,

    a California nonprofit charitable corporation that meets the requirements for appointment as guardian of the proposed ward under Probate Code section 2104. I certify that the corporation's articles of incorporation specifically authorize it to accept appointments as guardian. *(If you checked "I am," explain the circumstances of the corporation's care of, counseling of, or financial assistance to the proposed ward in Attachment 18.)*
19. ☐ I have ☐ I have not filed for bankruptcy protection within the last 10 years.
    (If you checked "I have," explain in Attachment 19.)

MINORS' CONTACT INFORMATION

20. Minor's name:	School *(name):*	
Home telephone:	School telephone:	Other telephone:
21. Minor's name:	School *(name):*	
Home telephone:	School telephone:	Other telephone:
22. Minor's name:	School *(name):*	
Home telephone:	School telephone:	Other telephone:

☐ Information on additional minors is attached.

DECLARATION

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME OF PROPOSED GUARDIAN) (SIGNATURE OF PROPOSED GUARDIAN)*

* Each proposed guardian must fill out and file a separate screening form.

ATTORNEY OR PARTY WITHOUT ATTORNEY *(Name, State Bar number, and address):*

TELEPHONE NO.: FAX NO. *(Optional):*
E-MAIL ADDRESS *(Optional):*
ATTORNEY FOR *(Name):* SELF-REPRESENTEI

FOR COURT USE ONLY

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262
☐ 4050 MAIN ST., RIVERSIDE, CA 92501
☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591

PETITIONER: *(This section applies only to family law cases.)*
RESPONDENT:
OTHER PARTY:

(This section apples only to guardianship cases.)
GUARDIANSHIP OF *(Name):* Minor

CASE NUMBER:

DECLARATION UNDER UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA)

1. **I am a party** to this proceeding to determine custody of a child.
2. ☐ My present address and the present address of each child residing with me is confidential under Family Code section 3429 as I have indicated in item 3.
3. There are *(specify number):* minor children who are subject to this proceeding, as follows:
(Insert the information requested below. The residence information must be given for the last FIVE years.)

a. Child's name	Place of birth	Date of birth	Sex

Period of residence	Address	Person child lived with *(name and complete current address)*	Relationship
to present	☐ Confidential	☐ Confidential	
to	Child's residence *(City, State)*	Person child lived with *(name and complete current address)*	
to	Child's residence *(City, State)*	Person child lived with *(name and complete current address)*	
to	Child's residence *(City, State)*	Person child lived with *(name and complete current address)*	

b. Child's name	Place of birth	Date of birth	Sex
☐ Residence information is the same as given above for child a. *(If NOT the same, provide the information below.)*			

Period of residence	Address	Person child lived with *(name and complete current address)*	Relationship
to present	☐ Confidential	☐ Confidential	
to	Child's residence *(City, State)*	Person child lived with *(name and complete current address)*	
to	Child's residence *(City, State)*	Person child lived with *(name and complete current address)*	
to	Child's residence *(City, State)*	Person child lived with *(name and complete current address)*	

c. ☐ Additional residence information for a child listed in item a or b is continued on attachment 3c.
d. ☐ Additional children are listed on form *FL-105(A)/GC-120(A)*. *(Provide all requested information for additional children.)*

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SHORT TITLE: IN RE GUARDIANSHIP OF:	CASE NUMBER:

4. Do you have information about, or have you participated as a party or as a witness or in some other capacity in, another court case or custody or visitation proceeding, in California or elsewhere, concerning a child subject to this proceeding?
☐ Yes ☐ No *(If yes, attach a copy of the orders (if you have one) and provide the following information):*

Proceeding	Case number	Court *(name, state, location)*	Court order or judgment *(date)*	Name of each child	Your connection to the case	Case status
a. ☐ Family						
b. ☐ Guardianship						
c. ☐ Other						

Proceeding	Case Number	Court *(name, state, location)*
d. ☐ Juvenile Delinquency/ Juvenile Dependency		
e. ☐ Adoption		

5. ☐ One or more domestic violence restraining/protective orders are now in effect. *(Attach a copy of the orders if you have one and provide the following information):*

Court	County	State	Case number *(if known)*	Orders expire *(date)*
a. ☐ Criminal				
b. ☐ Family				
c. ☐ Juvenile Delinquency/ Juvenile Dependency				
d. ☐ Other				

6. Do you know of any person who is not a party to this proceeding who has physical custody or claims to have custody of or visitation rights with any child in this case? ☐ Yes ☐ No *(If yes, provide the following information):*

a. Name and address of person ☐ Has physical custody ☐ Claims custody rights ☐ Claims visitation rights	b. Name and address of person ☐ Has physical custody ☐ Claims custody rights ☐ Claims visitation rights	c. Name and address of person ☐ Has physical custody ☐ Claims custody rights ☐ Claims visitation rights
Name of each child	Name of each child	Name of each child

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
Date:

(TYPE OR PRINT NAME) (SIGNATURE OF DECLARANT)

7. ☐ Number of pages attached:_____

NOTICE TO DECLARANT: You have a continuing duty to inform this court if you obtain any information about a custody proceeding in a California court or any other court concerning a child subject to this proceeding.

ATTORNEY OR PARTY WITHOUT ATTORNEY *(Name, state bar number, and address)*:	*FOR COURT USE ONLY*
TELEPHONE NO.: FAX NO. *(Optional)*: E–MAIL ADDRESS *(Optional)*: ATTORNEY FOR *(Name)*: SELF-REPRESENTED	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE ☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262 ☐ 4050 MAIN ST., RIVERSIDE, CA 92501 ☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591	
GUARDIANSHIP OF THE ☒ PERSON ☐ ESTATE OF *(Name)*: MINOR	
DUTIES OF GUARDIAN and Acknowledgment of Receipt	CASE NUMBER:

DUTIES OF GUARDIAN

When you are appointed by the court as a guardian of a minor, you become an officer of the court and assume certain duties and obligations. An attorney is best qualified to advise you about these matters. You should clearly understand the information on this form. You will find additional information in the *Guardianship Pamphlet (for Guardianships of Children in the Probate Court)* (Form GC-205), which is available from the court.

1. GUARDIANSHIP OF THE PERSON

If the probate court appoints you as a *guardian of the person* for a child, you will be required to assume important duties and obligations.

a. **Fundamental responsibilities** - The guardian of the person of a child has the care, custody, and control of the child. As guardian, you are responsible for providing for food, clothing, shelter, education, and all the medical and dental needs of the child. You must provide for the safety, protection, and physical and emotional growth of the child.

b. **Custody** - As guardian of the person of the child, you have full legal and physical custody of the child and are responsible for **all** decisions relating to the child. The child's parents can no longer make decisions for the child while there is a guardianship. The parents' rights are suspended—not terminated—as long as a guardian is appointed for a minor.

c. **Education** - As guardian of the person of the child, you are responsible for the child's education. You determine where the child should attend school. As the child's advocate within the school system, you should attend conferences and play an active role in the child's education. For younger children, you may want to consider enrolling the child in Head Start or other similar programs. For older children, you should consider their future educational needs such as college or a specialized school. You must assist the child in obtaining services if the child has special educational needs. You should help the child in setting and attaining his or her educational goals.

d. **Residence** - As guardian, you have the right to determine where the child lives. The child will normally live with you, but when it is necessary, you are allowed to make other arrangements if it is in the best interest of the child. You should obtain court approval before placing the child back with his or her parents.

As guardian, you **do not** have the right to change the child's residence to a place outside of California unless you first receive the court's permission. If the court grants permission, California law requires that you establish legal guardianship in the state where the child will be living. Individual states have different rules regarding guardianships. You should seek additional information about guardianships in the state where you want the child to live.

(Continued on reverse)

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GUARDIAN OF (Name): MINOR	CASE NUMBER:

e. **Medical treatment** - As guardian, you are responsible for meeting the medical needs of the child. In most cases, you have the authority to consent to the child's medical treatment. However, if the child is 14 years or older, surgery may not be performed on the child unless either (1) both the child and the guardian consent or (2) a court order is obtained that specifically authorizes the surgery. This holds true except in emergencies. A guardian may not place a child involuntarily in a mental health treatment facility under a probate guardianship. A mental health conservatorship proceeding is required for such an involuntary commitment. However, the guardian may secure counseling and other necessary mental health services for the child. The law also allows older and more mature children to consent to their own treatment in certain situations such as outpatient mental health treatment, medical care related to pregnancy or sexually transmitted diseases, and drug and alcohol treatment.

f. **Community resources** - There are agencies in each county that may be helpful in meeting the specific needs of children who come from conflicted, troubled, or deprived environments. If the child has special needs, you must strive to meet those needs or secure appropriate services.

g. **Financial support** - Even when the child has a guardian, the parents are still obligated to financially support the child. The guardian may take action to obtain child support. The child may also be eligible for Temporary Aid for Needy Families, TANF (formerly known as AFDC), social security benefits, Veterans Administration benefits, Indian child welfare benefits, and other public or private funds.

h. **Visitation** - The court may require that you allow visitation or contact between the child and his or her parents. The child's needs often require that the parent-child relationship be maintained, within reason. However, the court may place restrictions on the visits, such as the requirement of supervision. The court may also impose other conditions in the child's best interest.

i. **Driver's license** - As guardian of the person, you have the authority to consent to the minor's application for a driver's license. If you consent, you will become liable for any civil damages that may result if the minor causes an accident. The law requires that anyone signing the DMV application obtain insurance to cover the minor.

j. **Enlistment in the armed services** - The guardian may consent to a minor's enlistment in the armed services. If the minor enters into active duty with the armed forces, the minor becomes emancipated under California law.

k. **Marriage** - For the minor to marry, the guardian **and the court** must give permission. If the minor enters a valid marriage, the minor becomes emancipated under California law.

l. **Change of address** - A guardian must notify the court in writing of any change in the address of either the child or the guardian. This includes any changes that result from the child's leaving the guardian's home or returning to the parent's home. You **must** always obtain **court permission** before you move the child to another state or country.

m. **Court visitors and status reports** - Some counties have a program in which "court visitors" track and review guardianships. If your county has such a program, you will be expected to cooperate with all requests of the court visitor. As guardian, you may also be required to fill out and file status reports. In all counties, you must cooperate with the court and court investigators.

n. **Misconduct of the child** - A guardian, like a parent, is liable for the harm and damages caused by the willful misconduct of a child. There are special rules concerning harm caused by the use of a firearm. If you are concerned about your possible liability, you should consult an attorney.

o. **Additional responsibilities** - The court may place other conditions on the guardianship or additional duties upon you, as guardian. For example, the court may require the guardian to complete counseling or parenting classes, to obtain specific services for the child, or to follow a scheduled visitation plan between the child and the child's parents or relatives. As guardian, you must follow all court orders.

(Continued on page three)

GUARDIAN OF (Name): MINOR	CASE NUMBER:

p. Termination of guardianship of the person - A guardianship of the person automatically ends when the child reaches the age of 18, is adopted, marries, is emancipated by court order, enters into active military duty, or dies. If none of these events has occurred, the child, a parent, or the guardian may petition the court for termination of guardianship. But it must be shown that the guardianship is no longer necessary or that termination of the guardianship is in the child's best interest.

2. GUARDIANSHIP OF THE ESTATE

If the court appoints you as *guardian of the child's estate,* you will have additional duties and obligations. The money and other assets of the child are called the child's "estate."' Appointment as guardian of a child's estate is taken very seriously by the court. The guardian of the estate is required to manage the child's funds, collect and make an inventory of the assets, keep accurate financial records, and regularly file financial accountings with the court.

MANAGING THE ESTATE

a. Prudent investments - As guardian of the estate, you must manage the child's assets with the care of a prudent person dealing with someone else's property. This means that you must be cautious and may not make speculative or risky investments.

b. Keeping estate assets separate - As guardian of the estate, you must keep the money and property of the child's estate separate from everyone else's, including your own. When you open a bank account for the estate, the account name must indicate that it is a *guardianship* account and not your personal account. You should use the child's social security number when opening estate accounts. You should never deposit estate funds in your personal account or otherwise mix them with your own funds or anyone else's funds, even for brief periods. Securities in the estate must be held in a name that shows that they are estate property and not your personal property.

c. Interest-bearing accounts and other investments - Except for checking accounts intended for ordinary expenses, you should place estate funds in interest-bearing accounts. You may deposit estate funds in insured accounts in federally insured financial institutions, but you should not put more than $100,000 in any single institution. You should consult with an attorney before making other kinds of investments.

d. Blocked accounts - A *blocked account is* an account with a financial institution in which money is placed. No person may withdraw funds from a blocked account without the court's permission. Depending on the amount and character of the child's property, the guardian may elect **or the court may require** that estate assets be placed in a blocked account. As guardian of the estate, you must follow the directions of the court and the procedures required to deposit funds in this type of account. The use of a blocked account is a safeguard and may save the estate the cost of a bond.

e. Other restrictions - As guardian of the estate, you will have many other restrictions on your authority to deal with estate assets. Without prior court order, you **may not** pay fees to yourself or your attorney. You may not make a gift of estate assets to anyone. You may not borrow money from the estate. As guardian, you may not use estate funds to purchase real property without a prior court order. If you do not obtain the court's permission to spend estate funds, you may be compelled to reimburse the estate from your own personal funds and may be removed as guardian. You should consult with an attorney concerning the legal requirements relating to sales, leases, mortgages, and investment of estate property. If the child of whose estate you are the guardian has a living parent or if that child receives assets or is entitled to support from another source, you must obtain court approval before using guardianship assets for the child's support, maintenance, or education. You must file a petition or include a request for approval in the original petition, and set forth which exceptional circumstances justify any use of guardianship assets for the child's support. The court will ordinarily grant such a petition for only a limited period of time, usually not to exceed one year, and only for specific and limited purposes.

INVENTORY OF ESTATE PROPERTY

f. Locate the estate's property - As guardian of the estate, you must locate, take possession of, and protect the child's income and assets that will be administered in the estate. You must change the ownership of all assets into the guardianship estate's name. For real estate, you should record a copy of your *Letters of Guardianship* with the county recorder in each county where the child owns real property.

(Continued on reverse)

GUARDIAN OF (Name): MINOR	CASE NUMBER:

g. Determine the value of the property - As guardian of the estate, you must arrange to have a court-appointed referee determine the value of the estate property unless the appointment is waived by the court. You—not the referee—must determine the value of certain "cash items." An attorney can advise you about how to do this.

h. File an inventory and appraisal - As guardian of the estate, you must file an inventory and appraisal within 90 days after your appointment. You may be required to return to court 90 days after your appointment as guardian of the estate to ensure that you have properly filed the inventory and appraisal.

INSURANCE

i. Insurance coverage - As guardian of the estate, you should make sure that there is appropriate and sufficient insurance covering the assets and risks of the estate. You should maintain the insurance in force throughout the entire period of the guardianship or until the insured asset is sold.

RECORD KEEPING AND ACCOUNTING

j. Records - As guardian of the estate, you must keep complete, accurate records of each financial transaction affecting the estate. The checkbook for the guardianship checking account is essential for keeping records of income and expenditures. You should also keep receipts for all purchases. Record keeping is critical because you will have to prepare an accounting of all money and property that you have received, what you have spent, the date of each transaction, and its purpose. You will also have to be able to describe in detail what is left after you have paid the estate's expenses.

k. Accountings - As guardian of the estate, you must file a petition requesting that the court review and approve your accounting one year after your appointment and at least every two years after that. The court may ask that you justify some or all expenditures. You should have receipts and other documents available for the court's review, if requested. If you do not file your accounting as required, the court will order you to do so. You may be removed as guardian for failure to file an accounting.

l. Format - As guardian of the estate, you must comply with all state and local rules when filing your accounting. A particular format is specified in the Probate Code, which you must follow when you present your account to the court. You should check local rules for any special local requirements.

m. Legal advice - An attorney can advise you and help you prepare your inventories, accountings, and petitions to the court. If you have questions, you should consult with an attorney.

3. OTHER GENERAL INFORMATION

a. Removal of a guardian - A guardian may be removed for specific reasons or when it is in the child's best interest. A guardian may be removed either on the court's own motion or by a petition filed by the child, a relative of the child, or any other interested person. If necessary, the court may appoint a successor guardian, or the court may return the child to a parent if that is found to be in the child's best interest.

b. Legal documents - For your appointment as guardian to be valid, the *Order Appointing Guardian of Minor* must be signed. Once the court signs the order, the guardian **must** go to the clerk's office, where *Letters of Guardianship* will be issued. *Letters of Guardianship* is a legal document that provides proof that you have been appointed and are serving as the guardian of a minor. You should obtain several certified copies of the *Letters* from the clerk. These legal documents will be of assistance to you in the performance of your duties, such as enrolling the child in school, obtaining medical care, and taking care of estate business.

c. Attorneys and legal resources - If you have an attorney, the attorney will advise you on your duties and responsibilities, the limits of your authority, the rights of the child, and your dealings with the court. **If you have legal questions, you should consult with your attorney.** Please remember that the court staff cannot give you legal advice.

(Continued on page five)

GUARDIAN OF (Name): MINOR	CASE NUMBER:

If you are not represented by an attorney, you may obtain answers to your questions by contacting community resources, private publications, or your local law library.

NOTICE: This statement of duties is a summary and is not a complete statement of the law. Your conduct as a probate guardian is governed by the law itself and not by this summary.

ACKNOWLEDGMENT OF RECEIPT

1. I have petitioned the court to be appointed as a guardian.
2. I acknowledge that I have received a copy of this statement of the duties of the position of guardian.

Date:

(TYPE OR PRINT NAME) ▶ (SIGNATURE OF PETITIONER)

Date:

(TYPE OR PRINT NAME) ▶ (SIGNATURE OF PETITIONER)

Date:

(TYPE OR PRINT NAME) ▶ (SIGNATURE OF PETITIONER)

The "Guardianship Pamphlet" will not print. If you would like a copy of the pamphlet, it is available at the Court Clerk's Office.

Legal advice – An attorney can advise you and help you prepare your inventories, accountings, and petitions to the court. If you have any questions, you should consult with an attorney.

OTHER GENERAL INFORMATION

Removal of a guardian – A guardian may be removed for specific reasons or when it is in the child's best interest. A guardian may be removed either on the court's own motion or by a petition filed by the child, a relative of the child, or any other interested person. If necessary, the court may appoint a successor guardian, or the court may return the child to a parent if that is found to be in the child's best interest.

Legal documents – For your appointment as guardian to be valid, the *Order Appointing Guardian of Minor* must be signed. Once the court signs the order, the guardian must take prepared *Letters of Guardianship* to the clerk's office where the clerk will issue the letters. *Letters of Guardianship* is a legal document that provides proof that you have been appointed and are serving as the guardian for a minor. You should obtain several certified copies of the *Letters* from the clerk. These legal documents will be of assistance to you in the performance of your duties, such as enrolling the child in school, obtaining medical care, and taking care of estate business.

Attorneys and legal resources – If you have an attorney, the attorney will advise you on your duties and responsibilities, the limits of your authority, the rights of the child, and your dealings with the court. **If you have legal questions, you should consult with your attorney**. Please remember that the court staff cannot give you legal advice.

If you are not represented by an attorney, you may obtain answers to your questions by contacting community resources, private publications, or your local law library.

GUARDIANSHIP PAMPHLET

(FOR GUARDIANSHIPS OF CHILDREN IN THE PROBATE COURT)

This pamphlet provides basic information about probate guardianships for children. It includes general information about court procedures, the duties and responsibilities of probate guardians, and other helpful material to assist you in fulfilling the obligations of a guardian. (For information about becoming a guardian of a dependent or ward of the Juvenile Court, you should consult the separate pamphlet on that subject.) Further information about probate guardianships may be obtained from an attorney, the Probate Code, and private publications and resources. You should also consult the court or the court clerk's office regarding special procedures or rules in your county.

Form Adopted for Mandatory Use
Judicial Council of California
GC-205 [Rev. January 1, 2001]

American LegalNet, Inc.
www.USCourtForms.com

What is Guardianship?

Guardianship is a court process by which a person other than a parent is given custody of a child or authority over a child's property. Appointment as guardian requires the filing of a petition and approval by the court. This pamphlet will provide you with some basic information about guardianships. If the court establishes a probate guardianship, the guardianship may be:

- A guardianship of the person of the child (custody);
- A guardianship of the child's "estate" (property); or
- Both.

If the court appoints you as a guardian for a child, you will assume important duties and obligations. You will become responsible to the court. It is essential that you clearly understand your duties and responsibilities as guardian. If you have any questions, you should consult with an attorney who is qualified to advise you in these matters.

What is a Legal Guardian?

A legal guardian is an adult to whom the court has given authority and responsibility to provide care for a child, or to manage the child's assets, or both.

Who May Be Legal Guardians?

Relatives, friends of the family, or other interested persons may be considered as potential legal guardians.

Before You File the Petition

Before you file a petition for guardianship, you should consider the following:

- Is a guardianship really necessary?
- Have you considered the alternatives?
- Do the parents consent to the guardianship?
- Without parental consent, is there enough evidence for you to prove the need for a guardianship?
- Do you need legal advice or assistance?

INSURANCE

Insurance coverage – As guardian of the estate, you should make sure that there is appropriate and sufficient insurance covering the assets and risks of the estate. You should maintain the insurance in force throughout the entire period of the guardianship or until the insured asset is sold.

RECORD KEEPING AND ACCOUNTING

Records – As guardian of the estate, you must keep complete, accurate records of each financial transaction affecting the estate. The checkbook for the guardianship checking account is your indispensable tool for keeping records of income and expenditures. You should also keep receipts for all purchases.

Record keeping is critical because you will have to prepare an accounting of all money and property you have received, what you have spent, the date of each transaction, and its purpose. You will also have to be able to describe in detail what is left after you have paid the estate's expenses.

Accountings – As guardian of the estate, you must file a petition requesting that the court review and approve your accounting one year after your appointment and at least every two years after that. The court may ask that you justify some or all expenditures. You should have receipts and other documents available for the court's review, if requested.

If you do not file your accounting as required, the court will order you to do so. You may be removed as guardian for failure to file an accounting.

Format – As guardian of the estate, you must comply with all state and local rules when filing your accounting. A particular format is specified in the Probate Code, which you must follow when you present your account to the court. You should check local rules for any special local requirements.

If the child of whose estate you are the guardian has a living parent or if that child receives assets or is entitled to support from another source, you must obtain court approval before using guardianship assets for the child's support, maintenance, or education. You must file a petition or include a request for approval in the original petition, and set forth which exceptional circumstances justify any use of guardianship assets for the child's support. The court ordinarily will grant such a petition for only a limited period of time, usually not more than one year, and only for specific and limited purposes.

INVENTORY OF ESTATE PROPERTY

Locate the estate's property – As guardian of the estate, you must locate, take possession of, and protect the child's income and assets that will be administered in the estate. You must change the ownership of all assets into the guardianship estate's name. For real estate, you should record a copy of your *Letters of Guardianship* with the county recorder in each county where the child owns real property.

Determine the value of the property – As guardian of the estate, you must arrange to have a court-appointed referee determine the value of the estate property unless the appointment is waived by the court. You, rather than the referee, must determine the value of certain "cash items." An attorney can advise you about how to do this.

File an inventory and appraisal – As guardian of the estate, you must file an inventory and appraisal within 90 days after your appointment. You may be required to return to court 90 days after your appointment as guardian of the estate, to ensure that you have properly filed the inventory and appraisal.

Some Alternatives to Guardianship

Private agreements – You can make a private agreement with the child's parents to provide care for the child. A written agreement can be made showing that you have "custody" of the child with the parents' consent. Normally it is also beneficial to secure a medical release for emergencies, especially if a parent is not readily available. *Note: The parents may revoke this type of agreement at any time.*

Caregiver's Authorization Affidavit – The California Family Code allows a person who is related to a child to fill out a *Caregiver's Authorization Affidavit*. The affidavit normally allows that person, as a caregiver, to enroll the child in school and secure medical treatment for the child.

You may read Family Code section 6550 for details about this law. The caregiver form may be available through your local county clerk's office, through private legal publications, or from a private attorney. *Note: The parents may revoke your authority or override your decision under this type of agreement at any time.*

Other financial arrangements – The law allows parents to make other financial arrangements for property inherited by or given to their children. For instance, a blocked account and other protective measures can be used without the appointment of a guardian of the estate. Consultation with an attorney for these types of matters is highly recommended. *Note: Some financial institutions, insurance companies, and courts require the appointment of a guardian of the estate before they will release funds on behalf of a minor.*

THE PROCESS – BRIEFLY

If you decide that a child needs a probate guardianship, the first step in the process of establishing guardianship is to fill out and file the petition and other required documents with the clerk of the court. Some counties have additional "local forms" that need to be filed along with the standard forms.

Any interested party or the child, if 12 years or older, may file the petition. Specific persons must be given notice of the petition, unless excused by the court, before the court can hear the case.

The court may order that an investigation be completed before it makes its decision. If this occurs, you, the child, and any other persons deemed essential will probably be contacted about the case. The investigator will give the court a report and make a recommendation on what should occur. At that stage, the case may go to trial. The court may grant the petition or may find that there are insufficient grounds to establish a guardianship.

There is a fee for filing a guardianship petition. In addition, you may be charged a fee for a guardianship investigation. If neither you nor the child's estate can afford to pay the fees, you may request that the court waive the fee requirement. The court clerk can provide you with a fee waiver form.

GUARDIANSHIP OF THE PERSON

The probate court may appoint a *guardian of the person* for a child when no parent is available to meet the needs of the child because of the parents' death, incapacity, abandonment, military obligations, or other reasons.

Fundamental Responsibilities – The guardian of the person of a child has the care, custody, and control of the child. As guardian, you are responsible for providing for food, clothing, shelter, education, and all the medical and dental needs of the child. You must provide for the safety, protection, and physical and emotional growth of the child. Like a parent, you should maintain close contact with the child's school and physician.

Raising children is not always easy. You should become familiar with community resources that can assist both you and the child. You may get help and information from a support group for guardians.

Custody – As guardian of the person of the child, you have full legal and physical custody of the child and are responsible for all decisions relating to the child. The child's parents can no longer make decisions for the child while there is a guardianship. The parents' rights are suspended—not terminated—as long as a guardian is appointed for a minor. If you wish, you may ask the parents for their opinions about matters relating to the child.

You should use the child's social security number when opening estate accounts. You should never deposit estate funds in your personal account or otherwise mix them with your own funds or anyone else's funds, even for brief periods. Securities in the estate must be held in a name that shows that they are estate property and not your personal property.

Interest-bearing accounts and other investments – Except for checking accounts intended for ordinary expenses, you should place estate funds in interest-bearing accounts. You may deposit estate funds in insured accounts in federally insured financial institutions, but you should not put more than $100,000 in any single institution. You should consult with an attorney before making other kinds of investments.

Blocked accounts – A *blocked account* is an account with a financial institution in which money or securities are placed. No person may withdraw funds from a blocked account without the court's permission.

Depending on the amount and character of the child's property, the guardian may elect **or the court may require** that estate assets be placed in a blocked account. As guardian of the estate, you must follow the direction of the court and the procedures required to deposit funds in this type of account. The use of a blocked account is a safeguard and may save the estate the cost of a bond.

Other restrictions – As guardian of the estate, you will have other restrictions on your authority to deal with estate assets. Without prior court order of the court, you may not pay fees to yourself or your attorney. You may not make a gift of estate assets to anyone. You may not borrow money from the estate. You may not use estate funds to purchase real property without prior court order.

If you do not obtain the court's permission to spend estate funds, you may be compelled to reimburse the estate from your own personal funds and may be removed as guardian. You should consult with an attorney concerning the legal requirements relating to sales, leases, mortgages, and investment of estate property.

services for the child, or to follow a scheduled visitation plan between the child and the child's parents or relatives. As guardian, you must follow all court orders.

Termination of guardianship of the person – A guardianship of the person automatically ends when the child reaches the age of 18, is adopted, marries, is emancipated by court order, enters military service, or dies. If none of these events has occurred, the child, a parent, or the guardian may petition the court for termination of guardianship. But it must be shown that the guardianship is no longer necessary or that termination of the guardianship is in the child's best interest.

GUARDIANSHIP OF THE ESTATE

If the court appoints you as guardian of the child's estate, you will have additional duties and obligations. The money and other assets of the child are called the child's "estate." Appointment as guardian of a child's estate is a solemn matter. It is taken very seriously by the court. The guardian of the estate is required to manage the child's funds, collect and make an inventory of the assets, keep accurate financial records, and regularly file financial accountings with the court. The use of an attorney for legal advice in managing the estate is recommended.

MANAGING THE ESTATE

Prudent investments – As guardian of the estate, you must manage the child's assets with the care of a prudent person dealing with someone else's property. This means that you must be cautious and may not make speculative or risky investments.

Keeping estate assets separate – As guardian of the estate, you must keep the money and property of the child's estate separate from everyone else's, including your own. When you open a bank account for the estate, the account name must indicate that it is a **guardianship** account and not your personal account.

Education – As guardian of the person of the child, you are responsible for the child's education. You determine where the child should attend school. As the child's advocate within the school system, you should attend conferences and play an active role in the child's education. For younger children, you may want to consider enrolling the child in Head Start or other similar programs. For older children, you should consider their future educational needs such as college or a specialized school. You must assist the child in obtaining services if the child has special educational needs. You should help the child in setting and attaining his or her educational goals.

Residence – As guardian, you have the right to determine where the child lives. The child normally will live with you, but when it is necessary, you are allowed to make other arrangements if they are in the best interest of the child. You should obtain court approval before placing the child back with his or her parents.

As guardian, you **do not** have the right to change the child's residence to a place outside California unless you first receive the court's permission. If the court grants permission, California law requires that you establish legal guardianship in the state where the child will be living. Individual states have different rules regarding guardianships. You should seek additional information about guardianships in the state where you want the child to live.

Medical treatment – As guardian, you are responsible for meeting the medical needs of the child. In most cases, you have the authority to consent to the child's medical treatment. However, if the child is 14 years or older, surgery may not be performed on the child unless either (1) both the child and the guardian consent or (2) a court order is obtained that specifically authorizes the surgery. This holds true except in emergencies.

A guardian may not place a child involuntarily in a mental health treatment facility under a probate guardianship. A mental health conservatorship proceeding is required for such an involuntary commitment. However, the guardian may secure counseling and other necessary mental health services for the child. A variety of counseling services is available to

help children. As guardian, you are expected to secure necessary services, cooperate with counselors, and maintain regular contacts with the child's treatment providers.

The law allows older and more mature children to consent to their own treatment in certain situations, such as outpatient mental health treatment, medical care related to pregnancy or sexually transmitted diseases, and drug and alcohol treatment.

Community resources – There are agencies in each county that may be helpful in meeting the specific needs of children who come from conflicted, troubled, or deprived environments. If the child has special needs, you must strive to meet those needs or secure appropriate services. Some children may have physical or learning disabilities. Other children come from abusive homes or have been victims of abuse. Counseling and other services may be necessary to assist a child who has special needs or has had unpleasant life experiences. If you need assistance, you should check with the court or with your local child protective services agency for a referral to agencies that can help you and the child.

Financial support – Even when the child has a guardian, the parents are still obligated to support the child financially. The guardian may take action to obtain child support. You may contact the local child support agency in your county to collect support from a parent. The child may also be eligible for Temporary Aid for Needy Families, TANF, formerly known as AFDC, social security benefits, Veterans Administration benefits, Indian child welfare benefits, and other public or private funds.

Visitation – The court may require that you allow visitation or contact between the child and his or her parents. The child's needs often require that the parent-child relationship be maintained, within reason. However, the court may place restrictions on the visits, such as the requirement of supervision. The court may also impose other conditions in the child's best interest.

Under most circumstances, it is best for you to have a working relationship with the parents if possible. However, in every case, you must follow all orders of the court, including those that may restrict contacts and visitation.

Driver's license – As guardian of the person, you have the authority to consent to the minor's application for a driver's license. If you consent, you will become liable for any civil damages that may result if the minor causes an accident. The law requires that anyone signing the DMV application obtain insurance to cover the minor.

Enlistment in the armed services – The guardian may consent to a minor's enlistment in the armed services. If the minor enters into active duty with the armed forces, the minor becomes emancipated under California law.

Marriage – For the minor to marry, the guardian **and the court** must give permission. If the minor enters a valid marriage, the minor becomes emancipated under California law.

Change of address – A guardian must notify the court in writing of any change in the address of either the child or the guardian. This includes any changes that result from the child's leaving the guardian's home or returning to the parent's home. You **must** always obtain **court permission** before you move the child to another state or country.

Court visitors and status reports – Some counties have a program which "court visitors" track and review guardianships. If your county has such a program, you will be expected to cooperate with all requests of the court visitor. Also, as guardian, you may be required to fill out and file status reports. In all counties, you must cooperate with the court and court investigators.

Misconduct of the child – A guardian, like a parent, is liable for the harm and damages caused by the willful misconduct of a child. There are special rules concerning harm caused the use of a firearm. If you are concerned about your possible liability, you should consult an attorney.

Additional responsibilities – The court may place other conditions on the guardianship or additional duties upon you, as guardian. For example, the court may require the guardian to complete counseling or parenting classes, to obtain specific

The following (2) forms – Order Appointing Guardian of Minor (GC-240) and Letters of Guardianship (GC-250) are to be submitted with your Petition for Guardianship.

You must complete the Order Appointing Guardian of Minor (GC-240) & Letters of Guardianship (GC-250) according to what you have requested in the Petition for Appointment of Guardian of the Person. If you fail to complete the entire Order Appointing Guardian of Minor & Letters of Guardianship, the court may reject them and return them to you.

*For more information regarding the procedure for General Guardianship, please view the General Guardianship Chart available at any court location or online at: www.riverside.courts.ca.gov/selfhelp/selfhelp

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, state bar number, and address):	*FOR COURT USE ONLY*
ATTORNEY FOR (Name): SELF-REPRESENTED	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE ☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262 ☐ 4050 MAIN ST., RIVERSIDE, CA 92501 ☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591	
GUARDIANSHIP OF THE ☒ PERSON ☐ ESTATE OF *(name):*	
ORDER APPOINTING GUARDIAN OR EXTENDING GUARDIANSHIP OF THE PERSON	CASE NUMBER:

WARNING: THIS APPOINTMENT IS NOT EFFECTIVE UNTIL LETTERS HAVE ISSUED.

1. The petition for appointment of a guardian or extension of a guardianship of the person came on for hearing as follows *(check boxes c, d, and e to indicate personal presence):*
   a. Judge *(name)*:
   b. Hearing date: Time: ☐ Dept.: ☐ Room:
   c. ☒ Petitioner *(name)*:
   d. ☐ Attorney for Petitioner *(name)*:
   e. ☐ Attorney for (proposed) ward *(name, address, e-mail, and telephone)*:

THE COURT FINDS

2. a. ☐ All notices required by law have been given.
   b. ☐ Notice of hearing to the following persons ☐ has been ☐ should be dispensed with *(names)*:

3. ☒ Appointment of a guardian of the ☒ person ☐ estate of the proposed ward is necessary and convenient. *(**NOTE:** The Probate Code does not authorize the appointment of a guardian of the estate for a proposed ward 18 years of age or older.)*

4. ☐ Extension of the guardianship of the person past the ward's 18th birthday is necessary and convenient.

5. ☐ Granting the guardian powers to be exercised independently under Probate Code section 2590 is to the advantage and benefit and is in the best interest of the guardianship estate.

6. ☐ Attorney *(name)*: has been appointed by the court as legal counsel to represent the (proposed) ward in these proceedings. The cost for representation is: $

7. ☐ The appointed court investigator, probation officer, or domestic relations investigator is *(name, title, address, and telephone)*:

Do NOT use this form for a temporary guardianship.

Form Adopted for Mandatory Use
Judicial Council of California
GC-240 [Rev. July 1, 2016]

Probate Code, §§ 1510.1, 1514, 2310

GUARDIANSHIP OF THE [X] PERSON [ ] ESTATE OF *(name):*	CASE NUMBER:

THE COURT ORDERS

8. a. [X] *(name)*:
(address): *(telephone)*:

is appointed guardian of the PERSON of *(name)*:
and *Letters* shall issue upon qualification.

b. *(Not applicable to a proposed ward 18 years of age or older.)*
[ ] *(name)*:
(address): *(telephone)*:

is appointed guardian of the ESTATE of *(name)*:
and *Letters* shall issue upon qualification.

c. [ ] The appointment of
(name):
(address): *(telephone)*:

as guardian of the PERSON of *(name)*:
is extended past the ward's 18th birthday and new *Letters* shall issue forthwith.

9. [ ] Notice of hearing to the persons named in item 2b is dispensed with.

10. a. [ ] Bond is not required.
b. [ ] Bond is fixed at: $ to be furnished by an authorized surety company or as otherwise provided by law.
c. [ ] Deposits of: $ are ordered to be placed in a blocked account at *(specify institution and location):*

and receipts shall be filed. No withdrawals shall be made without a court order.
[ ] Additional orders in Attachment 10c.
d. [ ] The guardian is not authorized to take possession of money or any other property without a specific court order.

11. [ ] For legal services rendered on behalf of the (proposed) ward, [ ] the parents of the (proposed) ward
[ ] the (proposed) ward's estate shall pay to *(name):*
the sum of: $
[ ] forthwith [ ] as follows *(specify terms, including any combination of payers):*

12. [ ] The guardian of the estate is granted authorization under Probate Code section 2590 to exercise independently the powers specified in Attachment 12 [ ] subject to the conditions provided.

13. [ ] Orders are granted relating to the powers and duties of the guardian of the person under Probate Code sections 2351–2358 as specified in Attachment 13.

GUARDIANSHIP OF THE [X] PERSON [ ] ESTATE OF *(name):*	CASE NUMBER:

14. [ ] Orders are granted relating to the conditions imposed under Probate Code section 2402 upon the guardian of the estate as specified in Attachment 14.

15. [ ] Other orders as specified in Attachment 15 are granted.

16. [ ] The probate referee appointed is *(name and address):*

17. Number of boxes checked in items 9–16: _____

18. Number of pages attached: _____

Date:

JUDGE OF THE SUPERIOR COURT

[ ] SIGNATURE FOLLOWS LAST ATTACHMENT

ATTORNEY OR PARTY WITHOUT ATTORNEY TELEPHONE NO.: ATTORNEY FOR (*name*): SELF-REPRESENTED	*FOR COURT USE ONLY*
SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE ☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262 ☐ 4050 MAIN ST., RIVERSIDE, CA 92501 ☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591	
GUARDIANSHIP OF *(name):*	
LETTERS OF GUARDIANSHIP ☒ **Person** ☐ **Estate**	CASE NUMBER:

LETTERS

1. ☒ *(Name):* is appointed guardian of the ☒ person ☐ estate of *(name):*
2. ☐ The appointment of *(name):* as guardian of the person of *(name):* is extended past the ward's 18th birthday as of *(date):*
3. ☐ Other powers have been granted and conditions have been imposed as follows:
   a. ☐ Powers to be exercised independently under Probate Code section 2590 are specified in attachment 3a *(specify powers, restrictions, conditions, and limitations).*
   b. ☐ Conditions relating to the care and custody of the property under Probate Code section 2402 are specified in attachment 3b.
   c. ☐ Conditions relating to the care, treatment, education, and welfare of the ward under Probate Code section 2358 are specified in attachment 3c.
   d. ☐ Other powers granted or conditions imposed are ☐ specified on attachment 3d ☐ specified below.
4. ☐ The guardian is not authorized to take possession of money or any other property without a specific court order.
5. The guardianship of the person terminates by operation of law on *(date):*
6. Number of pages attached: _____

WITNESS, clerk of the court, with seal of the court affixed.

(SEAL)

Date:

Clerk, by _____, Deputy

GUARDIANSHIP OF *(name):*	CASE NUMBER:

NOTICE TO INSTITUTIONS AND FINANCIAL INSTITUTIONS

(Probate Code sections 2890–2893)

When these *Letters of Guardianship* (Letters) are delivered to you as an employee or other representative of an *institution* or *financial institution* (described below) in order for the guardian of the estate (1) to take possession or control of an asset of the minor named above held by your institution (including changing title, withdrawing all or any portion of the asset, or transferring all or any portion of the asset) or (2) to open or change the name of an account or a safe-deposit box in your financial institution to reflect the guardianship, you must fill out Judicial Council form GC-050 (for an institution) or form GC-051 (for a financial institution). An officer authorized by your institution or financial institution must date and sign the form, and you must file the completed form with the court.

There is no filing fee for filing the form. You may either arrange for personal delivery of the form or mail it to the court for filing at the address given for the court on page 1 of these Letters.

The guardian should deliver a blank copy of the appropriate form to you with these Letters, but it is your institution's or financial institution's responsibility to complete the correct form, have an authorized officer sign it, and file the completed form with the court. If the correct form is not delivered with these Letters or is unavailable for any other reason, blank copies of the forms may be obtained from the court. The forms may also be accessed from the judicial branch's public website free of charge. The Internet address (URL) is *www.courts.ca.gov/forms.htm.* Select the form group *Probate—Guardianships and Conservatorships* and scroll down to form GC-050 for an institution or form GC-051 for a financial institution. The forms may be printed out as blank forms and filled in by typewriter (nonfillable form) or may be filled out online and printed out ready for signature and filing (fillable form).

An *institution* under California Probate Code section 2890(c) is an insurance company, insurance broker, insurance agent, investment company, investment bank, securities broker-dealer, investment advisor, financial planner, financial advisor, or any other person who takes, holds, or controls an asset subject to a conservatorship or guardianship other than a financial institution. Institutions must file a *Notice of Taking Possession or Control of an Asset of Minor or Conservatee* (form GC-050) for an asset of the minor or conservatee held by the institution. A single form may be filed for all affected assets held by the institution.

A *financial institution* under California Probate Code section 2892(b) is a bank, trust (including a Totten trust account but excluding other trust arrangements described in Probate Code section 82(b)), savings and loan association, savings bank, industrial bank, or credit union. Financial institutions must file a *Notice of Opening or Changing a Guardianship or Conservatorship Account or Safe-Deposit Box* (form GC-051) for an account or a safe-deposit box held by the financial institution. A single form may be filed for all affected accounts or safe-deposit boxes held by the financial institution.

LETTERS OF GUARDIANSHIP

AFFIRMATION

I solemnly affirm that I will perform according to law the duties of guardian.

Executed on *(date)*: , at *(place):*

(TYPE OR PRINT NAME) (SIGNATURE OF APPOINTEE)

CERTIFICATION

I certify that this document, including any attachments, is a correct copy of the original on file in my office, and that the Letters issued to the person appointed above have not been revoked, annulled, or set aside, and are still in full force and effect.

(SEAL)

Date:

Clerk, by _____, Deputy

Guardianship Investigation Packet

Please complete the following Guardianship Investigation Packet. This packet will be submitted along with your Petition for Guardianship. The completed information will be provided to the Probate Investigator assigned to your case.

Information required on the Record Check Request must be provided and signed by all adult members of the household.

The school report and 3 character reference questionnaires will be mailed out by the Clerk's Office. Please be sure to sign and date all Character Reference Questionnaires, giving your authorization for the individuals named to give the court information about you.

GUARDIANSHIP INVESTIGATION FORMS INFORMATION

If you are seeking appointment as a guardian of a child or you are a parent seeking termination of guardianship, an investigation under Probate Code section 1513 may be required. This investigation may be completed by the Riverside County Department of Public Social Services, or by a probate Investigator employed by the Superior Court, or by both agencies.

As part of this investigation, you must complete and submit the following forms to the court:

- SOCIAL HISTORY OF GUARDIAN/PARENT
- SOCIAL HISTORY OF MINOR
- CHARACTER REFERENCE QUESTIONNAIRE
- SCHOOL REPORT
- EMPLOYMENT VERIFICATION

The first two forms will be filed with the court. The last three forms will be received by court staff, and then mailed out to the addresses indicated. When they are completed and mailed back to the court, they will also be filed.

Each proposed guardian or parent seeking guardianship termination must complete a separate copy of each of the following forms, even you are spouses:

- SOCIAL HISTORY OF GUARDIAN/PARENT
- CHARACTER REFERENCE QUESTIONNAIRE (three references for each proposed guardian)
- EMPLOYMENT VERIFICATION CONSENT and EMPLOYMENT VERIFICATION (if employed)

The first page of the EMPLOYMENT VERIFICATION contains a release. This must be completed and signed by the employee to authorize the employer to provide information to the Riverside Superior Court. The second page of the form has two sections: The first part is completed by the proposed guardian or parent, and the second part must be completed by the employer.

For each child being placed under guardianship, a separate copy of each of the following forms must be submitted:

- SOCIAL HISTORY OF MINOR
- EDUCATIONAL RECORDS REQUEST (if school-aged)

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ **PALM SPRINGS** 3255 E. Tahquitz Canyon Wy., Palm Springs, CA 92262 ☐ **RIVERSIDE** 4050 Main St., Riverside, CA 92501
☐ **TEMECULA** 41002 County Center Dr., #100, Temecula, CA 92591

RI-PR095

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. *(Optional)*: E-MAIL ADDRESS *(Optional)*: ATTORNEY FOR *(Name)*: SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

SOCIAL HISTORY OF MINOR

Note to Petitioner: One form must be completed for each child.

1. Child's name: _____ AKA: _____

2. Primary Language: _____ Needs an Interpreter? _____

3. How did this child come into your care? _____

4. Who cares for children if the guardian and/or spouse are both employed?

5. Baby sitter or Childcare Facility (include name, address and phone number):

6. Medical/Developmental/Psychological Problems – List name and address of therapist if applicable:

7. What plans, if any have been made for visitation of parents and grandparents?

IN THE MATTER OF:	CASE NUMBER:

8. Does the child receive any income from child support? ☐ No ☐ Yes What amount $_____

9. Does the child receive income from any other source? ☐ No ☐ Yes

   What source(s) and what amount(s)? _____

10. Parents' Information

Name	Date of Birth	Telephone	Email

11. Siblings of this child:

Name	Date of Birth

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

_____ (PRINT NAME)

_____ (SIGNATURE)

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

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TELEPHONE NO.: FAX NO. *(Optional)*: E-MAIL ADDRESS *(Optional)*: ATTORNEY FOR *(Name)*: SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

SOCIAL HISTORY OF MINOR

Note to Petitioner: One form must be completed for each child.

1. Child's name: _____ AKA: _____

2. Primary Language: _____ Needs an Interpreter? _____

3. How did this child come into your care? _____

4. Who cares for children if the guardian and/or spouse are both employed?

5. Baby sitter or Childcare Facility (include name, address and phone number):

6. Medical/Developmental/Psychological Problems – List name and address of therapist if applicable:

7. What plans, if any have been made for visitation of parents and grandparents?

IN THE MATTER OF:	CASE NUMBER:

8. Does the child receive any income from child support? ☐ No ☐ Yes What amount $_____

9. Does the child receive income from any other source? ☐ No ☐ Yes

   What source(s) and what amount(s)? _____

10. Parents' Information

Name	Date of Birth	Telephone	Email

11. Siblings of this child:

Name	Date of Birth

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

_____ (PRINT NAME)

_____ (SIGNATURE)

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ **PALM SPRINGS** 3255 E. Tahquitz Canyon Wy., Palm Springs, CA 92262
☐ **TEMECULA** 41002 County Center Dr., #100, Temecula, CA 92591
☐ **RIVERSIDE** 4050 Main St., Riverside, CA 92501

RI-PR092

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. (*Optional*): E-MAIL ADDRESS (*Optional*): ATTORNEY FOR (*Name*): SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

SOCIAL HISTORY OF GUARDIAN/PARENT

I. IDENTIFYING INFORMATION

1. a. Your Full Name: _____
FIRST MIDDLE LAST

aka/and/or maiden name: _____

Primary Language Spoken: _____ Do you need an interpreter? _____

Place of Employment: _____

b. Name of Spouse or Significant Other: _____
FIRST MIDDLE LAST

aka/and/or maiden name: _____

Phone number – Home: _____ Work: _____

Place of Employment: _____

Spouse/Significant Other's Date of Birth: _____

Social Security Number: _____

2. How long at your present address? _____ ☐ Own? ☐ Rent?

3. Do you drink alcohol, use drugs or take any kind of medication? If so, please indicate how frequently and explain.
You: ☐ No ☐ Yes (explain):

_____

Spouse/Significant Other: ☐ No ☐ Yes (explain):

_____

IN THE MATTER OF:	CASE NUMBER:

4. List all adults living in your home:

Name	Date of Birth	Social Security No.	Driver's License No.	Relationship

5. Has any adult living in your home ever been convicted of an offense other than a minor traffic ticket?
☐ No ☐ Yes (If yes, in an attached sheet of paper give the name of the individual, the date, place, and detail of each offense)

6. Has any person living in your home lived in another state or used an alias?
☐ No ☐ Yes (If yes, state each person's name, prior state of residence, and/or a.k.a.(s) used:

Name: _____ State: _____ Alias: _____
Name: _____ State: _____ Alias: _____
Name: _____ State: _____ Alias: _____
Name: _____ State: _____ Alias: _____

7. Have you or your spouse/significant other been approved previously of guardianship, foster care and/or adoption? ☐ No ☐ Yes (If yes, state the name, address, phone number of the approving entity and date of approval)

a. Name of Child(ren): _____

b. Address: _____

c. Name of Approving Entity: _____
d. Address and County: _____

e. Date of Approval: _____
f. If the proceeding has been terminated, the Date Terminated: _____
g. Reason for termination: _____

II. FINANCIAL INFORMATION

8. Your Monthly net income(s) (All Sources): $ _____

Monthly expenses: $ _____

9. Is medical insurance available to minor? ☐ No ☐ Yes

If so, give name of Insurer: _____

10. Do you receive public assistance? ☐ No ☐ Yes If so, amount $ _____

11. Do you pay or receive Child Support (for your own children)? ☐ No ☐ Yes

Paying: $ _____ Receiving: $ _____

IN THE MATTER OF:	CASE NUMBER:

II. YOUR MARRIAGES

12. Are you currently: ☐ Married ☐ Divorced ☐ Separated ☐ Widowed ☐ Never Married

13. Date of Present Marriage: _____

14. Do you or your spouse/significant other have any children from a current or previous relationship?
☐ No ☐ Yes

15. If yes, complete the information below:

Name of Child	Date of Birth

16. Do all of these children live with you? ☐ Yes ☐ No

List Names of Children who live with you: _____

_____

_____

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

_____ (PRINT NAME)

_____ (SIGNATURE)

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

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RI-PR092

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. (*Optional*): E-MAIL ADDRESS (*Optional*): ATTORNEY FOR (*Name*): SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

SOCIAL HISTORY OF GUARDIAN/PARENT

I. IDENTIFYING INFORMATION

1. a. Your Full Name: _____
FIRST MIDDLE LAST

aka/and/or maiden name: _____

Primary Language Spoken: _____ Do you need an interpreter? _____

Place of Employment: _____

b. Name of Spouse or Significant Other: _____
FIRST MIDDLE LAST

aka/and/or maiden name: _____

Phone number – Home: _____ Work: _____

Place of Employment: _____

Spouse/Significant Other's Date of Birth: _____

Social Security Number: _____

2. How long at your present address? _____ ☐ Own? ☐ Rent?

3. Do you drink alcohol, use drugs or take any kind of medication? If so, please indicate how frequently and explain.
You: ☐ No ☐ Yes (explain):

_____

Spouse/Significant Other: ☐ No ☐ Yes (explain):

_____

IN THE MATTER OF:	CASE NUMBER:

4. List all adults living in your home:

Name	Date of Birth	Social Security No.	Driver's License No.	Relationship

5. Has any adult living in your home ever been convicted of an offense other than a minor traffic ticket?
☐ No ☐ Yes (If yes, in an attached sheet of paper give the name of the individual, the date, place, and detail of each offense)

6. Has any person living in your home lived in another state or used an alias?
☐ No ☐ Yes (If yes, state each person's name, prior state of residence, and/or a.k.a.(s) used:

Name: _____ State: _____ Alias: _____
Name: _____ State: _____ Alias: _____
Name: _____ State: _____ Alias: _____
Name: _____ State: _____ Alias: _____

7. Have you or your spouse/significant other been approved previously of guardianship, foster care and/or adoption? ☐ No ☐ Yes (If yes, state the name, address, phone number of the approving entity and date of approval)

a. Name of Child(ren): _____

b. Address: _____

c. Name of Approving Entity: _____
d. Address and County: _____

e. Date of Approval: _____
f. If the proceeding has been terminated, the Date Terminated: _____
g. Reason for termination: _____

II. FINANCIAL INFORMATION

8. Your Monthly net income(s) (All Sources): $ _____

Monthly expenses: $ _____

9. Is medical insurance available to minor? ☐ No ☐ Yes

If so, give name of Insurer: _____

10. Do you receive public assistance? ☐ No ☐ Yes If so, amount $ _____

11. Do you pay or receive Child Support (for your own children)? ☐ No ☐ Yes

Paying: $ _____ Receiving: $ _____

IN THE MATTER OF:	CASE NUMBER:

II. YOUR MARRIAGES

12. Are you currently: ☐ Married ☐ Divorced ☐ Separated ☐ Widowed ☐ Never Married

13. Date of Present Marriage: _____

14. Do you or your spouse/significant other have any children from a current or previous relationship?
☐ No ☐ Yes

15. If yes, complete the information below:

Name of Child	Date of Birth

16. Do all of these children live with you? ☐ Yes ☐ No

List Names of Children who live with you: _____

_____

_____

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

_____ (PRINT NAME)

_____ (SIGNATURE)

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

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RI-PR094

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. (*Optional*): E-MAIL ADDRESS (*Optional*): ATTORNEY FOR (*Name*): SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

CHARACTER REFERENCE QUESTIONNAIRE

Note to Petitioner: Please provide three (3) character references. One form will be mailed by the court to each non-related reference who has knowledge of your home life and standing in the community. The character reference must complete this form and return it to the court within 10 days. It is preferred that one (1) reference be associated with the subject minor (e.g. day care provider, therapist, teacher, medical professional).

CHARACTER REFERENCE'S NAME AND ADDRESS:

_____

_____

_____

Your name has been given to the court as a reference for (*name*): _____ . Will you kindly answer the following questions and return the completed form to us in the enclosed envelope within 10 days.

Petitioner do not complete below this line

1. How long have you known this individual? _____

2. How well do you know this individual? If you are related to them, how are you related?

_____

3. How frequently have you visited the home where the minor(s) will reside? _____

4. How do you rate the characteristics of this individual? (excellent, acceptable, unfavorable; explain unfavorable ratings under comments.)

Responsibility	_____	Dependability	_____
Honesty	_____	Diligence/Industry	_____
Disposition	_____	Emotional Maturity	_____
Moral Standards	_____	Relationship to child(ren)	_____

_____

IN THE MATTER OF:	CASE NUMBER:

5. To the best of your knowledge, are they financially able to add a child to their family?

_____

6. What do you know of their habits, homelife, and their fitness to bring up children?

_____

7. If this individual has a spouse or significant other, do you consider their relationship to be a happy one? Why?

_____

8. Have you observed any physical abuse or heated arguments within the family. If yes, briefly explain and give dates.

_____

_____

9. To what extent does this individual use intoxicants? (alcohol, drugs, etc.)
Excessively _____ Moderately _____ Not at all _____

10. State your observations of each child subject to guardianship including any known physical or emotional problems. _____

_____

11. Have the children expressed to you their feelings regarding the guardianship or custody? _____
If so, please explain.

_____

12. Please state any reasons why you believe this individual would not be desirable for the care of the child/children.

_____

_____

13. What special care are they giving to the child(ren) in their home? (if applicable)

_____

_____

14. If an occasion should arise where it would be necessary to place your own child or one in whom you are personally interested, would you feel satisfied to have him/her raised in this home? Why?

_____

15. If you have any reservations about recommending the individual, would you like to discuss questions with our investigator?

_____

For additional comments use a separate attachment if necessary:

Signature: _____ Date: _____

Phone number: _____

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ **PALM SPRINGS** 3255 E. Tahquitz Canyon Wy., Palm Springs, CA 92262 ☐ **RIVERSIDE** 4050 Main St., Riverside, CA 92501
☐ **TEMECULA** 41002 County Center Dr., #100, Temecula, CA 92591

RI-PR094

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. (*Optional*): E-MAIL ADDRESS (*Optional*): ATTORNEY FOR (*Name*): SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

CHARACTER REFERENCE QUESTIONNAIRE

Note to Petitioner: Please provide three (3) character references. One form will be mailed by the court to each non-related reference who has knowledge of your home life and standing in the community. The character reference must complete this form and return it to the court within 10 days. It is preferred that one (1) reference be associated with the subject minor (e.g. day care provider, therapist, teacher, medical professional).

CHARACTER REFERENCE'S NAME AND ADDRESS:

_____

_____

_____

Your name has been given to the court as a reference for (*name*): _____ . Will you kindly answer the following questions and return the completed form to us in the enclosed envelope within 10 days.

Petitioner do not complete below this line

1. How long have you known this individual? _____

2. How well do you know this individual? If you are related to them, how are you related?

_____

3. How frequently have you visited the home where the minor(s) will reside? _____

4. How do you rate the characteristics of this individual? (excellent, acceptable, unfavorable; explain unfavorable ratings under comments.)

Responsibility	_____	Dependability	_____
Honesty	_____	Diligence/Industry	_____
Disposition	_____	Emotional Maturity	_____
Moral Standards	_____	Relationship to child(ren)	_____

_____

IN THE MATTER OF:	CASE NUMBER:

5. To the best of your knowledge, are they financially able to add a child to their family?

_____

6. What do you know of their habits, homelife, and their fitness to bring up children?

_____

7. If this individual has a spouse or significant other, do you consider their relationship to be a happy one? Why?

_____

8. Have you observed any physical abuse or heated arguments within the family. If yes, briefly explain and give dates.

_____

_____

9. To what extent does this individual use intoxicants? (alcohol, drugs, etc.)
Excessively _____ Moderately _____ Not at all _____

10. State your observations of each child subject to guardianship including any known physical or emotional problems. _____

_____

11. Have the children expressed to you their feelings regarding the guardianship or custody? _____
If so, please explain.

_____

12. Please state any reasons why you believe this individual would not be desirable for the care of the child/children.

_____

_____

13. What special care are they giving to the child(ren) in their home? (if applicable)

_____

_____

14. If an occasion should arise where it would be necessary to place your own child or one in whom you are personally interested, would you feel satisfied to have him/her raised in this home? Why?

_____

15. If you have any reservations about recommending the individual, would you like to discuss questions with our investigator?

_____

For additional comments use a separate attachment if necessary:

Signature: _____ Date: _____

Phone number: _____

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ **PALM SPRINGS** 3255 E. Tahquitz Canyon Wy., Palm Springs, CA 92262 ☐ **RIVERSIDE** 4050 Main St., Riverside, CA 92501
☐ **TEMECULA** 41002 County Center Dr., #100, Temecula, CA 92591

RI-PR094

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. (*Optional*): E-MAIL ADDRESS (*Optional*): ATTORNEY FOR (*Name*): SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

CHARACTER REFERENCE QUESTIONNAIRE

Note to Petitioner: Please provide three (3) character references. One form will be mailed by the court to each non-related reference who has knowledge of your home life and standing in the community. The character reference must complete this form and return it to the court within 10 days. It is preferred that one (1) reference be associated with the subject minor (e.g. day care provider, therapist, teacher, medical professional).

CHARACTER REFERENCE'S NAME AND ADDRESS:

_____

_____

_____

Your name has been given to the court as a reference for (*name*): _____ . Will you kindly answer the following questions and return the completed form to us in the enclosed envelope within 10 days.

Petitioner do not complete below this line

1. How long have you known this individual? _____

2. How well do you know this individual? If you are related to them, how are you related?

_____

3. How frequently have you visited the home where the minor(s) will reside? _____

4. How do you rate the characteristics of this individual? (excellent, acceptable, unfavorable; explain unfavorable ratings under comments.)

Responsibility	_____	Dependability	_____
Honesty	_____	Diligence/Industry	_____
Disposition	_____	Emotional Maturity	_____
Moral Standards	_____	Relationship to child(ren)	_____

_____

IN THE MATTER OF:	CASE NUMBER:

5. To the best of your knowledge, are they financially able to add a child to their family?

_____

6. What do you know of their habits, homelife, and their fitness to bring up children?

_____

7. If this individual has a spouse or significant other, do you consider their relationship to be a happy one? Why?

_____

8. Have you observed any physical abuse or heated arguments within the family. If yes, briefly explain and give dates.

_____

_____

9. To what extent does this individual use intoxicants? (alcohol, drugs, etc.)
Excessively _____ Moderately _____ Not at all _____

10. State your observations of each child subject to guardianship including any known physical or emotional problems. _____

_____

11. Have the children expressed to you their feelings regarding the guardianship or custody? _____
If so, please explain.

_____

12. Please state any reasons why you believe this individual would not be desirable for the care of the child/children.

_____

_____

13. What special care are they giving to the child(ren) in their home? (if applicable)

_____

_____

14. If an occasion should arise where it would be necessary to place your own child or one in whom you are personally interested, would you feel satisfied to have him/her raised in this home? Why?

_____

15. If you have any reservations about recommending the individual, would you like to discuss questions with our investigator?

_____

For additional comments use a separate attachment if necessary:

Signature: _____ Date: _____

Phone number: _____

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

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☐ **TEMECULA** 41002 County Center Dr., #100, Temecula, CA 92591

RI-PR096

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. *(Optional)*: E-MAIL ADDRESS *(Optional)*: ATTORNEY FOR *(Name)*: SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

SCHOOL REPORT

Note to Petitioner: Please complete below where indicated. A separate form is required for each minor.

NAME AND ADDRESS OF SCHOOL:

_____

_____

_____

NAME OF CHILD: _____ DATE OF BIRTH: _____

AGE: _____ GRADE: _____

Dear Principal,

Our department is currently conducting an investigation in regard to the minor whose name appears above. Therefore, we are requesting that you complete the information requested below and return the form to our department. Your cooperation is appreciated. We assure you that the information you provide us will be used with discretion. Confidential information is for the court investigator's use only. Your prompt return of this information is requested.

Thank you for your cooperation in this matter.

Petitioner: Do not complete below this line.

PLEASE ATTACH AVAILABLE GRADE TRANSCRIPTS AND/OR REPORT CARDS

Attendance satisfactory? ☐ Yes ☐ No

Truancies: _____

IN THE MATTER OF:	CASE NUMBER:

Health and Physical Condition

General Health: _____

Vision: _____

Hearing: _____

Physical Handicap: _____

Disease Record: _____

Is the Child in Special Education Classes? ☐ Yes ☐ No

Please rate the following accordingly: 4-Superior 3-Average 2-Below Average 1-Failure

Appears contented:	_____	Neatly and cleanly dressed:	_____
Has good work habits:	_____	Gets along with others:	_____
Accepts Responsibility:	_____	Uses his/her abilities:	_____
Good manual coordination:	_____	Obedient and cooperative:	_____
Good health habits:	_____	Brings work material regularly:	_____

To your knowledge has the child been referred for psychological/psychiatric testing? ☐ Yes ☐ No

If Yes, please include report, if available. If not, the name, address and phone number of the examiner:

_____

_____

_____

Remedial measures attempted: _____

_____

_____

_____

_____

_____

Comments on contact with proposed guardians and/or parents: _____

_____

_____

_____

_____

_____

Date: _____

_____ (PRINT NAME AND TITLE)

_____ (SIGNATURE)

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ **PALM SPRINGS** 3255 E. Tahquitz Canyon Wy., Palm Springs, CA 92262 ☐ **RIVERSIDE** 4050 Main St., Riverside, CA 92501
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RI-PR096

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. *(Optional)*: E-MAIL ADDRESS *(Optional)*: ATTORNEY FOR *(Name)*: SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

SCHOOL REPORT

Note to Petitioner: Please complete below where indicated. A separate form is required for each minor.

NAME AND ADDRESS OF SCHOOL:

_____

_____

_____

NAME OF CHILD: _____ DATE OF BIRTH: _____

AGE: _____ GRADE: _____

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IN THE MATTER OF:	CASE NUMBER:

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Has good work habits:	_____	Gets along with others:	_____
Accepts Responsibility:	_____	Uses his/her abilities:	_____
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Good health habits:	_____	Brings work material regularly:	_____

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If Yes, please include report, if available. If not, the name, address and phone number of the examiner:

_____

_____

_____

Remedial measures attempted: _____

_____

_____

_____

_____

_____

Comments on contact with proposed guardians and/or parents: _____

_____

_____

_____

_____

_____

Date: _____

_____ (PRINT NAME AND TITLE)

_____ (SIGNATURE)

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ Riverside Historic Courthouse
4050 Main Street
Riverside, CA 92501
(951) 777-3147

☐ Palm Springs Court
3255 E. Tahquitz Canyon Way
Palm Springs, CA 92262
(760) 393-2617

☐ Temecula Court
41002 County Center Drive #100
Temecula, CA 92591
(951) 704-7634

GUARDIANSHIP OF: _____

Case Number: _____

EMPLOYMENT VERIFICATION CONSENT

The employee named below is being considered by the court to care for a minor. Please complete the enclosed Employment Verification form and return it by mail to the address indicated above.

The signature below indicates the employee's consent to the release of employment information to the Riverside Superior Court.

Signed: _____ Date: _____

Print or type name: _____

Social Security Number: _____

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

☐ **PALM SPRINGS** 3255 E. Tahquitz Canyon Wy., Palm Springs, CA 92262
☐ **TEMECULA** 41002 County Center Dr., #100, Temecula, CA 92591
☐ **RIVERSIDE** 4050 Main St., Riverside, CA 92501

RI-PR093

ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. (*Optional*): E-MAIL ADDRESS (*Optional*): ATTORNEY FOR (*Name*): SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

EMPLOYMENT VERIFICATION

PETITIONER: COMPLETE INFORMATION BELOW THIS LINE

EMPLOYER'S NAME AND ADDRESS:

_____

_____

_____

EMPLOYER: COMPLETE INFORMATION BELOW THIS LINE

Name of Employee: _____

Position Title: _____

Date Employed: _____

Continuous Service? ☐ Yes ☐ No

Hours worked per week: _____ Salary: _____

Date: _____

_____
Employer's Representative

_____
Title/Firm Name

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

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ATTORNEY OR PARTY WITHOUT ATTORNEY (*Name, State Bar Number and Address*)	*FOR COURT USE ONLY* **(CONFIDENTIAL)**
TELEPHONE NO.: FAX NO. (*Optional*): E-MAIL ADDRESS (*Optional*): ATTORNEY FOR (*Name*): SELF-REPRESENTED	
IN THE MATTER OF:	CASE NUMBER:

EMPLOYMENT VERIFICATION

PETITIONER: COMPLETE INFORMATION BELOW THIS LINE

EMPLOYER'S NAME AND ADDRESS:

_____

_____

_____

EMPLOYER: COMPLETE INFORMATION BELOW THIS LINE

Name of Employee: _____

Position Title: _____

Date Employed: _____

Continuous Service? ☐ Yes ☐ No

Hours worked per week: _____ Salary: _____

Date: _____

_____
Employer's Representative

_____
Title/Firm Name

Notice of Hearing & Proof of Service

The following form, Notice of Hearing (GC-020) along with a copy of the Petition for Appointment of Guardian of the Person (GC-210p or GC-210) shall be served to all required people as stated in Probate Code Section 1511 (Please see the General Guardianship Chart for further instructions regarding Notice).

Note: Service cannot be completed by you. Someone who is not a party to the case, at least 18 years of age must complete the service for you.

Once service is complete, bring the **"original"** Notice of Hearing (GC-020) with the attached, completed Proof of Service by Mail and Proof of Personal Service (GC-020p) to the court Clerk's Office to be filed.

GC-510 What is "Proof of Service" in a Guardianship?

What is "service"?

- When you are involved in a court case, you are responsible for delivery **("service")** of copies of important papers you file with the court to other people involved in the case. Depending on the circumstances, these papers must be served by personal delivery (called "**personal service**"), or may be served by mail (called "**service by mail"**).
- If you file a petition for appointment of a guardian for a child, you are a **petitioner.** At the beginning of the case the petitioner must arrange for personal service of copies of the petition and other papers on certain people, must see that these papers are served on certain other people either by mail or by personal service (at the petitioner's choice), and then must show the court that this has been done (called "**proving service,"** or "**proof of service"**).
- This form explains what papers must be served at the beginning of a guardianship, who must be served with these papers, how and when service must be made, and how and when you, as a guardianship petitioner, must prove to the court that service has been made. You can find out more about the papers that you must file in another form available from the court, **Form GC-505**, *Forms You Need to Ask the Court to Appoint a Guardian of the Person*.

What papers must be served at the beginning of a guardianship case?

- **A filled-in copy of the petition for appointment of a guardian (the "*Petition*").**
  In a guardianship of the person, this may be either **Form GC-210(P)**, *Petition for Appointment of a Guardian of the Person* or **Form GC-210,** *Petition for Appointment of Guardian of Minor*. Copies of all papers attached to the *Petition* must also be served with it.
- **A filled-in copy of Form GC-020,** *Notice of Hearing—Guardianship or Conservatorship*, (the "*Notice of Hearing*") showing the date, time, and place of the hearing on the *Petition*, including (unsigned) copies of all attachments showing proof of service.

Who must be personally served?

(You may use this form as a checklist. Check all that apply to your case.)

Don't serve these by mail!

- ☐ The child who needs a guardian, but only if he or she is at least 12 years old.
- ☐ The child's parents.
- ☐ Any person who has legal custody of the child or is serving as court-appointed guardian of the child's property (the child's **"estate"**).
- ☐ Any person nominated as guardian of the child by one or both of the child's parents (if your petition does not ask the court to appoint that person as guardian).
- ☐ Any person nominated as guardian of the estate of the child for property received by the child from the person making the nomination.

How do I arrange for personal service?

Someone—not you or anyone else who signed the *Petition*—must personally serve (hand-deliver) copies of the *Notice of Hearing* and the *Petition* to the persons named above. Service lets these persons know:

- That you are asking the court to appoint a guardian for the child named in the *Petition*.
- The person you want the court to appoint as guardian (either yourself or someone else).
- The date and time when, and the place where, the court will hear your request.

Who can serve?

Ask someone you know, a registered process server, or a representative of the county sheriff's civil division, to personally serve copies of the forms to the persons named above. The forms ***cannot*** be sent to those persons by mail.

- The server must be at least 18 years of age.
- A registered process server is a business you pay to deliver court forms. Look in a telephone directory under "Process Serving."
- The sheriff's civil division often has an office at the courthouse. You will also have to pay for its services.

How does the server personally serve the *Notice of Hearing* and the *Petition*?

Ask the server to:

- Walk up to each person to be served and make sure he or she is the right person.
- Hand each person copies of the filled-out *Notice of Hearing* and the *Petition.*
- Fill out and sign **Form GC-020(P)**, *Proof of Personal Service of Notice of Hearing*. If the server delivers papers to more people than can be listed on this form, ask the server to add the names of the additional people served on one or more copies of **Form DE-120(PA)/GC-20(PA),** *Attachment to Notice of Hearing Proof of Personal Service*.
- Give the filled-out and signed **Form GC-020(P)** and any attachment pages back to you.

What if the person served won't take the papers or tears them up?

The server must attempt to make personal delivery **(but peacefully!)** even if the person served won't take the papers. It doesn't matter if the person tears them up or throws them down after they are handed to him or her. **(A registered process server or sheriff's deputy will know how to complete a good service. If you think someone who must be personally served will try to avoid service, it is a good idea to use one of these professionals to serve that person.)**

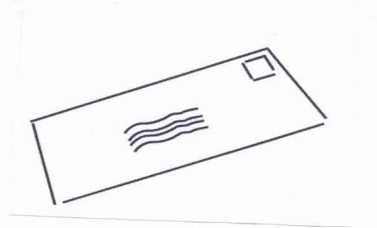
Who signs the Proof of Personal Service?

- Only the person who serves the *Notice of Hearing* and the *Petition* can sign **Form GC-020(P)**. **Neither you, any other petitioner, nor the person served may sign this form.**
- If more than one person personally serves papers, each server must fill out and sign his or her own separate **Form GC-020(P)** showing the names of the persons he or she serves.

Who may be served by mail?

(You may use this form as a checklist. Check all that apply to your case.)

☐ The child's relatives listed in the child's **Form GC-210(CA)**,*Guardianship Petition—Child Information Attachment*, attached to the *Petition*:



☐ Grandfather (father's father)
☐ Grandmother (father's mother)
☐ Grandfather (mother's father)
☐ Grandmother (mother's mother)
☐ Brother(s) (including half-brothers) (if 12 years of age or older)
☐ Sister(s) (including half-sisters) (if 12 years of age or older)

These may be served by mail!

☐ **If the child has a brother or sister under the age of 12, copies of the *Notice of Hearing* and the *Petition* must be mailed to one of the following persons for him or her instead of mailing directly to the young brother or sister:**

☐ The brother's or sister's parent;
☐ A court-appointed guardian of the brother or sister; or
☐ A person having legal custody of the brother or sister who lives with that brother or sister.
(If a parent, guardian, or legal custodian of a brother or sister of the child involved in the case is a petitioner, service of notice to that person on behalf of the brother or sister is not necessary.)

☐ Any person having the physical care of the child who does not have legal custody of the child.

☐ **If your petition requests appointment of a guardian of the person who is not related to the child,** the Director of the Department of Social Services, Children's Services Operations and Evaluation Branch, 744 P Street MS 3-34, Sacramento, CA 95814.

☐ **Your court may require you to serve other persons or organizations by mail.** Check your court's local rules and practices to find out if this applies to you.

Who may be served by mail ? (Continued)

- ☐ **If the child is a patient in, or on leave from,** a state hospital run by the State Departments of Mental Health or Developmental Disabilities, to the Director of that department. The address for the Director of Mental Health is 1600 Ninth Street, Room 151, Sacramento, CA 95814. The address for the Director of Developmental Disabilities is 1600 Ninth Street, Room 240, Sacramento, CA 95814, Attn.: Office of Legal Affairs.
- ☐ **If the child has developmental disabilities** and the person you want the court to appoint as guardian is: (1) not the child's natural parent; (2) a provider of services to persons with developmental disabilities or the spouse or an employee of a provider; and (3) not a public agency, to the Director of the Regional Center for the Developmentally Disabled in the child's county. **(**But see **When must the *Notice of Hearing* and the *Petition* be served?** on page 4 of this form for a special requirement for mailing papers to a Regional Center Director.)
- ☐ **If the child is or may be a Native American, or has Native American ancestors,** there are additional mailing and other requirements that may apply to your case. These requirements are not discussed in this form. If you can get on the Internet, you can go to the California Courts Self-Help Center Web site to get more information about the special requirements for a guardianship involving a Native American child. The Web site's address is *www.courtinfo.ca.gov/selfhelp/family/guardianship* (English) or *www.courtinfo.ca.gov/selfhelp/espanol/familia/tutela* (Spanish).

Who need not be served (unless the court orders otherwise)?

Unless the courts orders that they be served, you do not need to arrange for service on the parents or other relatives of a child who has been relinquished to a licensed adoption agency, or the parents of a child a court has declared to be free from the parents' custody and control.

How do I arrange for service by mail?

Someone—not you or anyone else who signed the *Petition*—must do the mailing to the persons and organizations named above that are involved in your case. "Doing the mailing" means actually placing the papers in the envelopes and delivering the sealed envelopes into the possession of the U.S. Postal Service . Someone else can address the envelopes and add the postage, but the person who signs the proof of service (see below) must be able to say that he or she enclosed the papers in the envelopes and delivered the sealed envelopes to the U.S. Postal Service on a certain date at a specific place (city and state), and that the addresses on the envelopes were as they are shown in the proof of service.

Who can serve by mail?

- The person doing the mailing must be at least 18 years of age.
- He or she must not be a petitioner or a proposed guardian in your case.
- He or she must live or be employed in the county where the mailing (deposit with the U.S. Postal Service) takes place.

How does the server serve the *Notice of Hearing* and the *Petition* by mail?

Ask the server to:

- Deposit with the US. Postal Service, with first-class postage prepaid, sealed envelopes (9" x 12" or 10" x 13" Manila envelopes are recommended) addressed to the persons or organizations listed above that apply to your case. The envelopes should contain filled-in copies of **Form GC-020,** *Notice of Hearing—Guardianship or Conservatorship,* and the *Petition*, including all attached pages mentioned in it.
- Make sure the addresses shown on the envelopes for the relatives of each child match the addresses shown for these relatives in each child's **Form GC-210(CA),** *Guardianship Petition—Child Information Attachment.*

How does the server serve the *Notice of Hearing* and the *Petition* by mail? (Continued)

Ask the server to *(continued):*

- Fill out, date, and sign the *Proof of Service* on the second page of the original **Form GC-020. Don't sign that form yourself.**
- If there are more than four persons being served by mail, continue the list of persons served by mail on one or more copies of **Form DE-120(MA)/GC-020(MA)**, *Attachment to Notice of Hearing Proof of Service by Mail*.
- Give the filled-out and signed original *Proof of Service* and all filled-out attached pages back to you.

When must the *Notice of Hearing* and the *Petition* be served?

- When you file your *Petition*, the court clerk will give you a date and time when, and a courtroom or department where, the judge will hear your request for appointment of a guardian.
- Once you have the date, time, and place of the hearing, that information must be filled in on **Form GC-020,** *Notice of Hearing—Guardianship or Conservatorship*, and that form and the *Petition*, with all pages attached to it, must then be personally served or served by mail on the persons and organizations mentioned above that apply to your case.
- With the exception noted below, **personal service and service by mail must be completed at least 15 days before the date of the hearing**.
- If service must be made on the Director of the Regional Center for the Developmentally Disabled for the child's county, **service must be completed at least 30 days before the hearing**. If the child in your case is developmentally disabled and you think you may have to serve a Regional Center director, when you file your Petition you can ask the clerk for a later hearing date because you will need more time than usual to serve the *Notice of Hearing* and the *Petition.*

What happens if the papers aren't served in time?

If the *Notice of Hearing* and *Petition* aren't served in time, the court will have to continue (postpone) the hearing date on your petition. This will delay appointment of a guardian for the child or children involved in your case.

What do I do with the completed *Notice of Hearing* and the attached proofs of personal service and service by mail?

- File with the court at least 5 days before your hearing date the original **Form GC-020,** *Notice of Hearing—Guardianship or Conservatorship*, with the filled-out and signed *Proof of Service* on the second page, the filled-out, signed, and attached **Form GC-020(P),** *Proof of Personal Service of Notice of Hearing—Guardianship or Conservatorship*, and all attached pages showing additional persons served. File these papers with the court as soon as you can. The 5-day period mentioned above is a minimum time period.
- When you file **Form GC-020**, take an extra copy with you for the court to stamp, showing that the original form was filed on that day.
- Bring that copy with you to the hearing.

ATTORNEY OR PARTY WITHOUT ATTORNEY *(Name, State Bar number, and address):*	*FOR COURT USE ONLY*
TELEPHONE NO.: FAX NO. *(Optional):* E-MAIL ADDRESS *(Optional):* ATTORNEY FOR *(Name):* SELF-REPRESENTED	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE ☐ 3255 E. TAHQUITZ CANYON WY., PALM SPRINGS, CA 92262 ☐ 4050 MAIN ST., RIVERSIDE, CA 92501 ☐ 41002 COUNTY CENTER DR., STE. 100, TEMECULA, CA 92591	
☒ GUARDIANSHIP ☐ CONSERVATORSHIP OF THE ☒ PERSON ☐ ESTATE OF *(Name):* ☒ MINOR ☐ (PROPOSED) CONSERVATEE	
NOTICE OF HEARING—GUARDIANSHIP OR CONSERVATORSHIP	CASE NUMBER:

This notice is required by law.
This notice does not require you to appear in court, but you may attend the hearing if you wish.

1. NOTICE is given that *(name):*
   (representative capacity, if any):
   has filed *(specify):*

   Petition for Appointment of Guardian of the Person GC-210(P)

2. You may refer to documents on file in this proceeding for more information. *(Some documents filed with the court are confidential. Under some circumstances you or your attorney may be able to see or receive copies of confidential documents if you file papers in the proceeding or apply to the court.)*

3. ☐ The petition includes an application for the independent exercise of powers by a guardian or conservator under
   ☐ Probate Code section 2108 ☐ Probate Code section 2590.
   Powers requested are ☐ specified below ☐ specified in Attachment 3.

4. A HEARING on the matter will be held as follows:

   a. Date: Time: ☐ Dept.: ☐ Room:

   b. Address of court ☒ same as noted above ☐ is *(specify):*

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available upon request if at least 5 days notice is provided. Contact the clerk's office for *Request for Accommodations by Persons with Disabilities and Order* (form MC-410). (Civil Code section 54.8.)

American LegalNet, Inc.
www.USCourtForms.com

[X] GUARDIANSHIP [ ] CONSERVATORSHIP OF THE [X] PERSON [ ] ESTATE OF *(Name):* [X] MINOR [ ] (PROPOSED) CONSERVATEE	CASE NUMBER:

NOTE: *

A copy of this *Notice of Hearing—Guardianship or Conservatorship* ("Notice") must be "served" on—delivered to—each person who has the right under the law to be notified of the date, time, place, and purpose of a court hearing in a guardianship or conservatorship. Copies of this Notice may be served by mail in most situations. In a guardianship, however, copies of this Notice must sometimes be personally served on certain persons; and copies of this Notice may be personally served instead of served by mail in both guardianships and conservatorships. The petitioner (the person who requested the court hearing) **may not personally perform either service by mail or personal service**, but must show the court that copies of this Notice have been served in a way the law allows. The petitioner does this by arranging for someone else to perform the service and complete and sign a proof of service, which the petitioner then files with the original Notice.

This page contains a proof of service that may be used only to show service by mail. To show personal service, each person who performs the service must complete and sign a proof of personal service, and each signed copy of that proof of service must be attached to this Notice when it is filed with the court.. You may use form GC-020(P) to show personal service of this Notice.

* *(This Note replaces the clerk's certificate of posting on prior versions of this form. If notice by posting is desired, attach a copy of form GC-020(C),* Clerk's Certificate of Posting Notice of Hearing—Guardianship or Conservatorship. *(See Prob. Code, § 2543(c).)*

PROOF OF SERVICE BY MAIL

1. I am over the age of 18 and not a party to this cause. I am a resident of or employed in the county where the mailing occurred.
2. My residence or business address is *(specify):*

3. I served the foregoing *Notice of Hearing—Guardianship or Conservatorship* on each person named below by enclosing a copy in an envelope addressed as shown below AND
   a. [X] **depositing** the sealed envelope with the United States Postal Service on the date and at the place shown in item 4 with the postage fully prepaid.
   b. [ ] **placing** the envelope for collection and mailing on the date and at the place shown in item 4 following our ordinary business practices. I am readily familiar with this business's practice for collecting and processing correspondence for mailing. On the same day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in a sealed envelope with postage fully prepaid.

4. a. Date mailed: b. Place mailed *(city, state):*

5. [X] I served with the *Notice of Hearing—Guardianship or Conservatorship* a copy of the petition or other document referred to in the Notice.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME OF PERSON COMPLETING THIS FORM) (SIGNATURE OF PERSON COMPLETING THIS FORM)

NAME AND ADDRESS OF EACH PERSON TO WHOM NOTICE WAS MAILED

	Name of person served	Address *(number, street, city, state, and zip code)*
1.		
2.		
3.		
4.		

[ ] Continued on an attachment. *(You may use form DE-120(MA)/GC-020(MA) to show additional persons served.)*

[X] GUARDIANSHIP [ ] CONSERVATORSHIP OF THE [X] PERSON [ ] ESTATE OF *(Name):* [X] MINOR [ ] (PROPOSED) CONSERVATEE	CASE NUMBER:

PROOF OF PERSONAL SERVICE OF NOTICE OF HEARING—GUARDIANSHIP OR CONSERVATORSHIP

(Attach a separate completed and signed copy of this form or other proof of personal service to Notice of Hearing—Guardianship or Conservatorship *for each person who personally served a copy of the Notice.)*

1. I am over the age of 18 and not a party to this cause.
2. I served the attached *Notice of Hearing—Guardianship or Conservatorship* by personally delivering a copy to each person listed below at the address and on the date and time indicated below.
3. [X] I served with the attached *Notice of Hearing—Guardianship or Conservatorship* a copy of the petition or other document referred to in the Notice.
4. [ ] I served with the attached *Notice of Hearing—Guardianship or Conservatorship* copies of the following documents *(specify):*

   [ ] Continued on Attachment 4.
5. I am *(check all that apply):*
   a. [ ] not a registered California process server.
   b. [ ] a California sheriff or marshal.
   c. [ ] a registered California process server.
   d. [ ] an employee or independent contractor of a registered California process server.
   e. [ ] exempt from registration (Bus. & Prof. Code, § 22350(b)).
6. My name, address, telephone number, and, if applicable, county of registration and number, are *(specify):*

NAME OF EACH PERSON PERSONALLY SERVED, ADDRESS WHERE SERVED, AND DATE AND TIME SERVICE WAS MADE

	Name	Address where served *(number, street, city, and state)*	Date and time service made
1.			Date: _____ Time: _____
2.			Date: _____ Time: _____
3.			Date: _____ Time: _____
4.			Date: _____ Time: _____

[ ] List of names and addresses of persons personally served by the undersigned continued on an attachment. *(You may use* Attachment to Notice of Hearing Proof of Personal Service, *form DE-120(PA)/GC-020(PA), for this purpose.)*

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

▶ _____
(SIGNATURE)

(For California sheriff or marshal use only)
I certify that the foregoing is true and correct

Date:

▶ _____
(SIGNATURE)

Form Approved for Optional Use
Judicial Council of California
GC-020(P) [New July 1, 2005]

PROOF OF PERSONAL SERVICE OF NOTICE OF HEARING—GUARDIANSHIP OR CONSERVATORSHIP
(Probate—Guardianships and Conservatorships)

Probate Code, §§ 1216, 1264, 1460–1469, 1511, 1822
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