



SDVLP

**SAN DIEGO
VOLUNTEER LAWYER
PROGRAM**

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**Sample
Guardianship of the
Person
Uncontested
Petition**

JULY 2017

FW-001-GC**Request to Waive Court Fees
(Ward or Conservatee)****CONFIDENTIAL**

Clerk stamps date here when form is filed.

This form must be used by a guardian or conservator, or by a petitioner for the appointment of a guardian or conservator, to request a waiver of court fees in the guardianship or conservatorship court proceeding or in any other civil action in which the guardian or conservator represents the interests of the ward or conservatee as a plaintiff or defendant.

If the ward or conservatee (including a proposed ward or conservatee if a petition for appointment of a guardian or conservator has been filed but has not yet been decided by the court) directly receives public benefits or is supported by public benefits received by another for his or her support, is a low-income person, or does not have enough income to pay for his or her household's basic needs and the court fees, you may use this form to ask the court to waive the court fees. The court may order you to answer questions about the finances of the ward or conservatee. If the court waives the fees, the ward or conservatee, his or her estate, or someone with a duty to support the ward or conservatee, may still have to pay later if:

- You cannot give the court proof of the ward's or conservatee's eligibility,
- The ward's or conservatee's financial situation improves during this case, or
- You settle the civil case on behalf of the ward or conservatee for \$10,000 or more. The trial court that waives fees will have a lien on any such settlement in the amount of the waived fees and costs. The court may also charge the ward or conservatee, or his or her estate, any collection costs.

Fill in court name and street address:

Superior Court of California, County of San Diego
1409 Fourth Avenue
San Diego, CA 92101
Probate

Fill in case number and name:

Case Number:**Case Name:**

Guardianship of Natalie Silvia Doe

1 Your Information (guardian or conservator, or person asking the court to appoint a guardian or conservator):Name: Maria Doe Phone number: 555-111-1111Street or mailing address: 1111 Safe StreetCity: San Diego State: CA Zip: 92101**2 Your Lawyer** (if you have one): Name: Leslie J. MackayFirm or Affiliation: San Diego Volunteer Lawyer Program State Bar No.: 253334Address: 707 Broadway, Suite 1400 Telephone: (619) 235-5656City: San Diego State: CA Zip: 92101 E-mail: lmackay@sdlvp.orga. The lawyer has agreed to advance all or a portion of court fees or costs (check one): Yes No b. (If yes, your lawyer must sign here.) Lawyer's signature: _____
If your lawyer is not providing legal-aid type services based on your or the ward's or conservatee's low income, you may have to go to a hearing to explain why you are asking the court to waive the fees.**3 Ward's or Conservatee's Information** (file a separate Request for each ward in a multiward case):Name: Natalie Silvia Doe Age and date of birth (ward only): _____Street or mailing address: 1111 Safe Street 2 6/27/2014City: San Diego State: CA Zip: 92101Phone number: N/A**4 Ward's or Conservatee's Lawyer**, if any: Name: N/A

Firm or Affiliation: _____ State Bar No.: _____

Address: _____ Telephone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

5 Ward or Conservatee's Job (job title; if not employed, so state): None

Name of employer: _____

Employer's address: _____ State: _____ Zip: _____

Name of (Proposed) Ward or Conservatee:

Natalie Silvia Doe

Case Number:

6 What court's fees or costs are you asking to be waived?

- Supreme Court, Court of Appeal, or Appellate Division of Superior Court (See Information Sheet on Waiver of Appellate Court Fees (form APP-015/FW-015-INFO).)

7 Check here if you asked the court to waive court fees for this case in the last six months. (If your previous request is reasonably available, please attach it to this form and check here):

8 Why are you asking the court to waive the ward's or conservatee's court fees?

- The ward or one or both of the ward's parents, or the conservatee or the conservatee's spouse or registered domestic partner, receive (check all that apply): Supplemental Security Income (SSI), State Supplemental Payment (SSP), SNAP (Food Stamps), IHSS (In-Home Supportive Services), CalWORKS or Tribal TANF, Medi-Cal, County Relief/General Assistance, CAPI (Cash Assistance Program for Aged, Blind, and Disabled)

b. The gross monthly income of the ward's or conservatee's household (before deductions for taxes) is less than the amount listed below. (If you check 8b, you must fill out items 14, 15, and 16, on page 4 of this form.)*

Table with 6 columns: Family Size, Family Income, Family Size, Family Income, Family Size, Family Income. Includes a note: 'If more than 6 people at home, add \$435.42 for each extra person.'

- The ward's or conservatee's household does not have enough income to pay for its basic needs and the court fees. I ask the court to (check one, and you must fill out items 14, 15, 16, 17, and 18 on page 4): (i) Waive all court fees and costs. (ii) Waive some court fees and costs. (iii) Let the (proposed) guardian or conservator, on behalf of the (proposed) ward or conservatee, make payments over time.

*(Do not include income of guardian or conservator living in the household in 8b or 8c or count him or her in family size in 8b, unless he or she is a parent of the ward or the spouse or registered domestic partner of the conservatee.)

Guardians or petitioners for their appointment must complete items 9 and 10.

9 Ward's Estate: Person only, no estate. Inventory or petition estimated value:

Source (e.g., gift, inheritance, settlement, judgment, insurance): Est. collection date:

10 Ward's Parents' Information:

- Name of ward's father: Mark Smith Deceased (date of death): Street or mailing address: Unknown City: State: Zip: Phone number: Unknown
Name of ward's mother: Katie Doe Deceased (date of death): Street or mailing address: 2323 Dangerous Road City: San Diego State: CA Zip: 92101 Phone number: Unknown
Ward's parents are (check all that apply): married living together separated divorced Support order for ward? No Yes Payable to (name): Payor (name): Court: Case Number: Date of order (if multiple, date of latest): Monthly amount:

Name of (Proposed) Ward or Conservatee:

Natalie Silvia Doe

Case Number:

Conservators or petitioners for their appointment must complete items 11-13.

11 Conservatee's Estate: Person only, no estate.

Inventory or petition estimated value:

Est. collection date:

12 Conservatee's Spouse's or Registered Domestic Partner's Information:

Name of conservatee's spouse or registered domestic partner: _____ Spouse Partner

Date of marriage or partnership: _____ Deceased (date of death): _____

Street or mailing address: _____ Phone number: _____

City: _____ State: _____ Zip: _____

Name of employer (if none, so state): _____

Employer's address: _____ State: _____ Zip: _____

The conservatee's spouse or partner is is not managing, or following appointment of a conservator is planning to manage, some or all of the couple's community property outside the conservatorship estate.

If you selected "is" above: The income, money, and property shown on page 4 includes does not include the income and property managed, or expected to be managed, by the spouse/partner outside the estate.

Divorced (date of final judgment or decree): _____

Court: _____

Case Number: _____ Support order for conservatee? No Yes

Date of support order (if multiple, date of latest): _____ Monthly amount: _____

13 The Conservatee and Trusts:

The conservatee:

a. Is Is not a trustor or settlor of a trust.

b. Is Is not a beneficiary of a trust.

If you selected "Is" to complete any of the above statements, identify and provide, in an attachment to this Request, the current address and telephone number of the current trustee(s) of each trust, describe the general terms of and value of each trust and the nature and value of the conservatee's interest in each trust, and the amount(s) and frequency of any distributions to or for the benefit of the conservatee prior to your appointment as conservator of which you are aware. (You may use Judicial Council form MC-025 for this purpose.)

All applicants who checked item 8b or item 8c on page 2 must continue to and follow the instructions for completion of items 14-16 or items 14-18 on page 4, before signing below.

The information I have provided on this form and all attachments about the (proposed) ward or conservatee is true and correct to the best of my information and belief. The information I have provided on this form and all attachments concerning myself is true and correct. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: 8/29/2016

Maria Doe
Print your name here

▶ _____
Sign here

Name of (Proposed) Ward or Conservatee:

Natalie Silvia Doe

Case Number:

If you checked 8a on page 2, do not fill out below. If you checked 8b, you must answer questions 14-16. If you checked 8c, you must answer questions 14-18. If you need more space, attach form MC-025 or attach a sheet of paper, and write "Financial Information" and the ward's or conservatee's name and case number at the top.

14 Check here if the ward's or conservatee's income changes a lot from month to month. If it does, complete the form based on his or her average income for the past 12 months.

15 Ward's or Conservatee's Gross Monthly Income

a. List the source and amount of any income the ward or conservatee gets each month, including: wages or other income from work before deductions, spousal/child support, retirement, social security, disability, unemployment, military basic allowance for quarters (BAQ), veterans payments, dividends, interest, trust income, annuities, net business or rental income, reimbursement for job-related expenses, gambling or lottery winnings, etc.

- (1) \$
(2) \$
(3) \$
(4) \$
(5) \$

b. Total monthly income: \$ 0

16 Ward's or Conservatee's Household's Income

a. List the income of all other persons living in the ward's or conservatee's home who depend in whole or in part on him or her for support, or on whom he or she depends in whole or in part for support.

Table with columns: Name, Age, Relationship, Gross Monthly Income. Rows 1-10.

b. Total monthly income of persons above: \$ 0

Total monthly income and

household income (15b plus 16b): \$ 0

To list any other facts you want the court to know, such as the (proposed) ward's or conservatee's unusual medical expenses, etc, attach form MC-025 or attach a sheet of paper and write "Financial Information" and the (proposed) ward's or conservatee's name and case number at the top.

Check here if you attach another page. []

Important! If the ward's or conservatee's financial situation or ability to pay court fees improves, you must notify the court within five days on form FW-010-GC.

Do not include income of guardian or conservator living in the household in item 16, his or her money and property in item 17, or his or her deductions and expenses in item 18 unless he or she is a parent of the ward or the spouse or registered domestic partner of the conservatee.

17 Ward's or Conservatee's Household's Money and Property

a. Cash \$

b. All financial accounts (list bank name and amount):
(1) \$
(2) \$
(3) \$

c. Cars, boats, and other vehicles
Make / Year Fair Market Value How Much You Still Owe
(1) \$ \$
(2) \$ \$
(3) \$ \$

d. Real Estate
Address Fair Market Value How Much You Still Owe
(1) \$ \$
(2) \$ \$

e. Other personal property (jewelry, furniture, furs, stocks, bonds, etc.):
Describe Fair Market Value How Much You Still Owe
(1) \$ \$
(2) \$ \$

18 Ward's or Conservatee's Household's Monthly Deductions and Expenses

a. List any payroll deductions and the monthly amount below:
(1) \$
(2) \$
(3) \$
(4) \$

b. Rent or house payment and maintenance \$
c. Food and household supplies \$
d. Utilities and telephone \$
e. Clothing \$
f. Laundry and cleaning \$
g. Medical and dental expenses \$
h. Insurance (life, health, accident, etc.) \$
i. School, child care \$
j. Child, spousal support (another marriage) \$
k. Transportation, gas, auto repair and insurance \$
l. Installment payments (list each below):

Paid to:
(1) \$
(2) \$
(3) \$

m. Wages/earnings withheld by court order \$
n. Any other monthly expenses (list each below). \$

Paid to: How Much?
(1) \$
(2) \$
(3) \$

Total monthly expenses (add 18a - 18n above): \$ 0

Clerk stamps date here when form is filed.

1 (Proposed) guardian or conservator who asked the court to waive court fees for (proposed) ward or conservatee:

Name: Maria Doe
 Street or mailing address: 1111 Safe Street
 City: San Diego State: CA Zip: 92101
 Telephone: 555-111-1111

2 Lawyer, if person in 1 has one:

Name: Leslie J. Mackay State Bar No: 253334
 Firm or Affiliation: San Diego Volunteer Lawyer Program
 Street or mailing address: 707 Broadway, Suite 1400
 City: San Diego State: CA Zip: 92101
 E-mail: lmackay@sdlvp.org Telephone: (619) 235-5656

3 (Proposed) ward or conservatee:

Name: Natalie Silvia Doe
 Street or mailing address: 1111 Safe Street
 City: San Diego State: CA Zip: 92101
 Telephone: _____

4 Lawyer for (proposed) ward or conservatee, if any:

Name: In Pro Per State Bar No: _____
 Firm or Affiliation: _____
 Street or mailing address: _____
 City: _____ State: _____ Zip: _____
 E-mail: _____ Telephone: _____

5 A request to waive court fees was filed on (date): _____ The court made a previous fee waiver order in this case on (date): _____*Read this form carefully. All checked boxes are court orders.*

Notice: The court may order you to answer questions about the ward's or conservatee's finances after granting a waiver and may later order payment of the waived fees from his or her estate. If this happens and the fees are not paid, the court can also charge collection fees. The court may also direct you to make efforts to collect money to pay back waived fees from persons who owe a duty to support the ward or conservatee. If there is a change in the ward's or conservatee's financial circumstances during this case that increases his or her ability to pay fees and costs, you must notify the trial court within five days. (Use form FW-010-GC.)

If this case is an action against another party and you win the case on behalf of the ward or conservatee, the trial court may order the other side to pay some or all of the waived fees. If you settle the matter for **\$10,000** or more, the trial court will have a lien on the settlement in the amount of the waived fees. The trial court may not dismiss the case until the lien is paid.

The court may also have a lien against the ward's or conservatee's estate that must be paid before the estate is distributed, the guardianship or conservatorship proceeding is concluded, and you are discharged as guardian or conservator.

6 After reviewing your: Request to Waive Court Fees Request to Waive Additional Court Fees the court makes the following orders:a. The court grants your request concerning the ward's or conservatee's court fees and costs, as follows:(1) **Fee Waiver.** The court grants your request and waives the fees and costs listed below.

(Cal. Rules of Court, rules 3.55 and 8.818.) You do not have to pay the court fees for the following:

- Filing papers in Superior Court
 - Making copies and certifying copies
 - Sheriff's fee to give notice
 - Court fee for phone hearing
 - Giving notice and certificates
 - Sending papers to another court department
 - Court-appointed interpreter in small claims court
- (List continued on next page.)

Fill in court name and street address:

Superior Court of California, County of San Diego
 1409 Fourth Avenue
 San Diego, CA 92101
 Probate

Fill in case number and name:

Case Number:**Case Name:**

Guardianship of Natalie Doe

Name of (Proposed) Ward or Conservatee:

Natalie Silvia Doe

Case Number:

- 6 a. (1)
- Reporter's fee for attendance at hearing or trial, if reporter provided by the court
 - Assessment for court investigations under Probate Code section 1513, 1826, or 1851
 - Preparing, certifying, copying, and sending the clerk's transcript on appeal
 - Holding in trust the deposit for a reporter's transcript on appeal under rule 8.130 or 8.834
 - Making a transcript or copy of an official electronic recording under rule 8.835
- (2) **Additional Fee Waiver.** The court grants your request and waives the additional superior court fees and costs that are checked below. (*Cal. Rules of Court, rule 3.56.*) You do not have to pay for the checked items.
- | | |
|---|---|
| <input type="checkbox"/> Jury fees and expenses | <input type="checkbox"/> Fees for a peace officer to testify in court |
| <input type="checkbox"/> Fees for court-appointed experts | <input type="checkbox"/> Court-appointed interpreter fees for a witness |
| <input type="checkbox"/> Other (<i>specify</i>): | |
- b. The court **denies** your fee waiver request, as follows:

Warning! If you miss the deadline below, the court cannot process your request for hearing or the court papers you filed with your original request. If the papers were a notice of appeal, the appeal may be dismissed.

- (1) The court **denies** your request because it is incomplete. You have **10 days** after the clerk gives notice of this order (see date of service on next page) to:
- Pay the ward's or conservatee's fees and costs, or
 - File a new revised request that includes the items listed below (*specify incomplete items*):

- (2) The court **denies** your request because the information you provided on the request shows that the ward or conservatee is not eligible for the fee waiver you requested (*specify reasons*):

The court has enclosed a blank *Request for Hearing About Court Fee Waiver Order (Ward or Conservatee)(Superior Court)*, form FW-006-GC. You have **10 days** after the clerk gives notice of this order (see date of service on next page) to:

- Pay the fees and costs in full or the amount listed in c below, or
- Ask for a hearing in order to show the court more information. (*Use form FW-006-GC to request hearing.*)

- c. The court needs more information to decide whether to grant your request. You must go to court on the date below. The hearing will be about (*specify questions regarding eligibility*):

- Bring the following proof to support your request if reasonably available:



Name of (Proposed) Ward or Conservatee:

Natalie Silvia Doe

Case Number:

Warning! If item c is checked, and you do not go to court on your hearing date, the judge will deny your request to waive court fees, and you will have 10 days to pay the ward's or conservatee's fees. If you miss that deadline, the court cannot process the court papers you filed with your request. If the papers were a notice of appeal, the appeal may be dismissed.

NOTE TO GUARDIAN or CONSERVATOR: If there are unpaid court fees after a denial of a request for a fee waiver, your case—including the guardianship or conservatorship proceeding if the waiver is requested in that matter—might not go forward. After a denial, you may choose to advance the court costs yourself to ensure that the case proceeds. If you or another person is appointed as guardian or conservator, you would have an opportunity to be reimbursed for such advances from the assets of the guardianship or conservatorship estate, if any, as allowable expenses of administration. You might also have the right to reimbursement for advanced court costs from persons with an obligation to support the ward or conservatee from assets not part of his or her estate, such as a parent of the ward, the spouse or registered domestic partner of the conservatee who is managing the couple's community property outside the conservatorship estate, or the trustee of a trust of which the conservatee is a beneficiary.

Hearing Date →	Date: _____	Time: _____	Name and address of court if different from above: _____ _____ _____
	Dept.: _____	Room: _____	

Date: _____
Signature of (check one): Judicial Officer Clerk, Deputy



Request for Accommodations. Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least 5 days before your hearing. Contact the clerk's office for *Request for Accommodation*, Form MC-410. (Civil Code, § 54.8.)

Clerk's Certificate of Service

I certify that I am not involved in this case and (check one): A certificate of mailing is attached.
 I handed a copy of this order to the party and attorney, if any, listed in (1), (2), and (4) at the court, on the date below.
 This order was mailed first class, postage paid, to the party and attorney, if any, at the addresses listed in (1), (2), and (4), from (city): _____, California on the date below.

Date: _____ Clerk, by _____, Deputy

This is a Court Order.

ATTORNEY OR PARTY WITHOUT ATTORNEY NAME: Leslie J. Mackay 253334 FIRM NAME: San Diego Volunteer Lawyer Program STREET ADDRESS: 707 Broadway, Suite 1400 CITY: San Diego, CA 92101 STATE: ZIP CODE: TELEPHONE NO.: (619) 235-5656 FAX NO.: (619) 235-5668 E-MAIL ADDRESS: lmackay@sdrvlp.org ATTORNEY FOR (name): Maria Doe	STATE BAR NO.:	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF San Diego STREET ADDRESS: 1409 Fourth Avenue MAILING ADDRESS: 1409 Fourth Avenue CITY AND ZIP CODE: San Diego, CA 92101 BRANCH NAME: Probate		
GUARDIANSHIP OF (name): Natalie Silvia Doe		CASE NUMBER:
PETITION FOR APPOINTMENT OF GUARDIAN OF <input checked="" type="checkbox"/> MINOR* <input type="checkbox"/> MINORS* <input checked="" type="checkbox"/> Person** <input type="checkbox"/> Estate**		HEARING DATE AND TIME: DEPT.:

1. Petitioner (name each): Maria Doe

requests that

- a. (name): Maria Doe & Zayda Ramirez
 (address): 1111 Safe Street, San Diego, CA 92101
 (telephone): 555-111-1111
 be appointed guardian of the PERSON of the minor or minors named in item 2 and Letters issue upon qualification.
- b. (Not applicable to proposed wards 18 years of age and older.)
 (name)
 (address):
 (telephone):
 be appointed guardian of the ESTATE of the minor or minors named in item 2 and Letters issue upon qualification.
- c. (1) bond not be required because the petition is for guardian of the person only because the proposed guardian is a corporate fiduciary or an exempt government agency for the reasons stated in Attachment 1c.
 (2) \$ bond be fixed. It will be furnished by an authorized surety company or as otherwise provided by law. (Specify reasons in Attachment 1c if the amount is different from the minimum required by Prob. Code, § 8482.)
 (3) \$ in deposits in a blocked account be allowed. Receipts will be filed. (Specify institution and location):
- d. authorization be granted under Probate Code section 2590 to exercise the powers specified in Attachment 9.
- e. orders relating to the powers and duties of the proposed guardian of the person under Probate Code sections 2351-2358 be granted (specify orders, facts, and reasons in Attachment 1e).
- f. an order dispensing with notice to the persons named in Attachment 10 be granted.
- g. other orders be granted (specify in Attachment 1g).

2. Attached is a copy of *Guardianship Petition-Child Information Attachment* (form GC-210(CA)) for each minor for whom this petition requests the appointment of a guardian. The full legal name and date of birth of each minor is:

a. Name: Natalie Silvia Doe Date of Birth (month/day/year): 6/27/2014

b. Name: Date of Birth (month/day/year):

c. Name: Date of Birth (month/day/year):

d. Name: Date of Birth (month/day/year):

The names and dates of birth of additional minors are specified on Attachment 2 to this petition.

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

**You MAY use this form or form GC-210(P) for a guardianship of the person. You MUST use this form for a guardianship of the estate or of the person and estate. Do NOT use this form for a temporary guardianship.

GUARDIANSHIP OF <i>(name)</i> : Natalie Silvia Doe	CASE NUMBER:
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3. Petitioner is maternal grandma
- a. related to the minor or minors named in item 2, as shown in item 7 of each minor's attached form GC-210(CA).
 b. the minor named in item 2, who is 12 years of age or older.
 c. other person on behalf of minor or minors named in item 2, as shown in item 7 of each minor's attached form GC-210(CA).
4. The proposed guardian is *(check all that apply)*: maternal grandma and maternal aunt
- a. a nominee *(affix a copy of nomination as Attachment 4a or file Nomination of Guardian (form GC-211, items 2 and 3) with this petition.*
 b. related to the minor or minors named in item 2, as shown in item 3 of each minor's attached form GC-210(CA).
 c. other, as shown in item 3 of each minor's attached form GC-210(CA).
 d. a professional fiduciary within the meaning of the Professional Fiduciaries Act. The proposed guardian's license status is shown in item 1 on page 1 of the attached Professional Fiduciary Attachment. *(Use form GC-210(A-PF)/GC-310(A-PF) for this attachment.)*
5. Petitioner, with intent to adopt, has accepted or intends to accept physical care or custody of the minor.
6. A person other than the proposed guardian has been nominated as the guardian of the minor by will other writing. A copy of the nomination is affixed as Attachment 6. *(Specify name and address of nominee in item 2 of minor's attached form GC-210(CA).)*
7. Character and estimated value of property of the estate *(complete if petition requests appointment of a guardian of the estate or the person and estate):*
- | | |
|--|-------------|
| a. Personal property: | \$ |
| b. Annual gross income from all sources, including real and personal property, wages, pensions, and public benefits: | \$ |
| c. Total: | \$ <u>0</u> |
| d. Real property: | \$ |
8. Appointment of a guardian of the person estate of the minor or minors named in item 2 is necessary or convenient for the following reasons:
 Please see confidential declaration.

- Continued in Attachment 8. Parental custody would be detrimental to the minor or minors named in item 2 *(not applicable to proposed wards 18 years of age and older).*
9. Granting the proposed guardian of the estate powers to be exercised independently under Probate Code section 2590 would be to the advantage and benefit and in the best interest of the guardianship estate. Reasons for this request and the powers requested are specified in Attachment 9.
10. Notice to the persons named in Attachment 10 should be dispensed with under Probate Code section 1511 because
 they cannot with reasonable diligence be given notice *(specify names and efforts to locate in Attachment 10).*
 giving notice to them would be contrary to the interest of justice *(specify names and reasons in Attachment 10).*

GUARDIANSHIP OF (name): Natalie Silvia Doe	CASE NUMBER:
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11. (Complete this item if this petition is filed by a person who is not related to a minor named in item 2 and is not a petition for appointment of a guardian of the estate only.)
- a. Petitioner is the proposed guardian and will promptly furnish all information requested by any agency referred to in Probate Code section 1543.
- b. Petitioner is not the proposed guardian. A statement by the proposed guardian that he or she will promptly furnish all information requested by any agency referred to in Probate Code section 1543 is affixed as Attachment 11b.
- c. The proposed guardian's home is is not a licensed foster family home.
- d. The proposed guardian has never filed a petition for adoption of the minor except as specified in Attachment 11d.
12. Attached to this petition is a Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) (form GC-120) concerning each child under 18 years of age listed in item 2 (guardianship of the person or person and estate only).
13. 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 (form GC-110)
 - Petition for Appointment of Temporary Guardian of the Person (form GC-110(P))
 - Confidential Guardianship Screening Form (form GC-212)
 - Petition for Special Immigrant Juvenile Findings (form GC-220)
 - Other (specify): MC-030 Confidential Declaration

14. All attachments to this form are incorporated by this reference as though placed here in this form. Number of pages attached:

Date: 8/29/2016

(SIGNATURE OF ATTORNEY*)

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

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

Date: 8/29/2016

Maria Doe _____

(TYPE OR PRINT NAME)

(SIGNATURE OF PETITIONER)

(TYPE OR PRINT NAME)

(SIGNATURE OF PETITIONER)

(TYPE OR PRINT NAME)

(SIGNATURE OF PETITIONER)

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

Date:

(TYPE OR PRINT NAME)

(SIGNATURE OF PROPOSED WARD)

SHORT TITLE: - Guardianship of Natalie Silvia Doe	CASE NUMBER:
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ATTACHMENT (Number): 10*(This Attachment may be used with any Judicial Council form.)*

Notice to the following persons should be dispensed with under California Provate Code sec. 1511(g) and (h), becuase their address are unknown, and they cannot with reasonable diligence be given notice. See 2016 California Rules of Court, Rule 7.52.

Mark Smith - Father
 Name Unknown - Paternal Grandfather
 Name Unknown - Paternal Grandmother

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

Page 1 of 1
(Add pages as required)

Guardianship of (all children's names): Natalie Silvia DoeThis child's name: Natalie Silvia Doe

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: Natalie Silvia Doe Date of birth: 6/27/2014
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 tribe 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): Natalie Silvia Doe

Case Number: _____

This child's name: Natalie Silvia Doe

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
<input type="checkbox"/> TANF (Temporary Asst. for Needy Families)	\$ _____	<input checked="" type="checkbox"/> Other (explain): Medi-Cal	\$ _____
<input type="checkbox"/> Social Security	\$ _____	<input type="checkbox"/> Other (explain): _____	\$ _____
<input type="checkbox"/> Dept. Veterans Affairs Benefits	\$ _____		

f. Name and address of the person with legal custody of this child: Mark Smith - address unknown

Katie Doe - 2323 Dangerous Road, San Diego, CA 92101

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): _____

Maria Doe & Zayda Ramirez

1111 Safe Street, San Diego, CA 92101

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	<u>Mark Smith</u>	<u>Unknown</u>
Mother	<u>Katie Doe</u>	<u>2323 Dangerous Road, San Diego, CA 92101</u>
Grandfather (Father's father)	<u>Unknown</u>	<u>Unknown</u>
Grandmother (Father's mother)	<u>Unknown</u>	<u>Unknown</u>
Grandfather (Mother's father)	<u>Stephen Doe</u>	<u>Deceased</u>
Grandmother (Mother's mother)	<u>Maria Doe</u>	<u>1111 Safe Street, San Diego, CA 92101</u>



Guardianship of (all children's names): Natalie Silvia Doe

Case Number: _____

This child's name: Natalie Silvia Doe

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

Relationship	Name	Home Address (Street, City, State, Zip)
Brother/Sister	<u>N/A</u>	_____
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): _____
Maria Doe & Zayda Ramirez

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

Relative (specify relationships of all proposed guardians to the child): _____
Maternal Grandmother & Maternal Aunt

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

Guardianship of (all children's names): Natalie Silvia Doe

Case Number: _____

This child's name: Natalie Silvia Doe

4 Explain why appointing the person in 3 guardian would be best for this child: _____
 Please see confidential declaration. _____

(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): Natalie Sylvia Doe

Case Number: _____

This child's name: Natalie Sylvia Doe

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.

SHORT TITLE: - Guardianship of Natalie Silvia Doe	CASE NUMBER:
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ATTACHMENT (Number): 8c(1)
(This Attachment may be used with any Judicial Council form.)

Form GC 210 (CA), Natalie Silvia Doe, Attachment 8c(1): Indian Inquiry

I, Maria Doe, am the proposed guardian in this matter. I am the minor's maternal grandmother. I have no Indian ancestry. And to my knowledge, the maternal grandfather had no Indian ancestry.

I am not able to contact the father's side of the family to inquire about Indian ancestry, because the father's whereabouts and contact information is unknown.

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

Page 1 of 1
(Add pages as required)

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address): — Leslie J. Mackay 253334 San Diego Volunteer Lawyer Program 707 Broadway, Suite 1400 San Diego, CA 92101 TELEPHONE NO.: (619) 235-5656 FAX NO. (Optional): (619) 235-5668 E-MAIL ADDRESS (Optional): lmackay@sdrvlp.org ATTORNEY FOR (Name): Maria Doe	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF San Diego STREET ADDRESS: 1409 Fourth Avenue MAILING ADDRESS: 1409 Fourth Avenue CITY AND ZIP CODE: San Diego, CA 92101 BRANCH NAME: Probate	
(This section applies only to family law cases.) PETITIONER: Maria Doe RESPONDENT: OTHER PARTY:	
(This section applies only to guardianship cases.) GUARDIANSHIP OF (Name): Natalie Silvia Doe 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): 1 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 Natalie Silvia Doe	Place of birth San Diego, CA	Date of birth 6/27/2014	Sex F
Period of residence 1/1/2016 to present	Address 1111 Safe Street, San Diego, CA <input type="checkbox"/> Confidential 92101	Person child lived with (name and complete current address) Maria Doe, Zayda Ramirez, & <input type="checkbox"/> Confidential Scott Ramirez	Relationship Grandma, Aunt, Uncle
8/15/2014 to 1/1/2016	Child's residence (City, State) 1111 Safe Street, San Diego, CA, 92101	Person child lived with (name and complete current address) Maria Doe & Zayda Ramirez	Grandma, aunt
6/27/2014 to 8/15/2014	Child's residence (City, State) 1111 Safe Street, San Diego, CA, 92101	Person child lived with (name and complete current address) Maria Doe, Zayda Ramirez, & Katie Smith	Grandma, aunt, mom
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
<input type="checkbox"/> Residence information is the same as given above for child a. (If NOT the same, provide the information below.)			
Period of residence to present	Address <input type="checkbox"/> Confidential	Person child lived with (name and complete current address) <input type="checkbox"/> Confidential	Relationship
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.)

SHORT TITLE: — Guardianship of Natalie Silvia Doe	CASE NUMBER:
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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. <input type="checkbox"/> Family						
b. <input type="checkbox"/> Guardianship						
c. <input type="checkbox"/> Other						

Proceeding	Case Number	Court (name, state, location)
d. <input type="checkbox"/> Juvenile Delinquency/ Juvenile Dependency		
e. <input type="checkbox"/> 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. <input type="checkbox"/> Criminal				
b. <input type="checkbox"/> Family				
c. <input type="checkbox"/> Juvenile Delinquency/ Juvenile Dependency				
d. <input type="checkbox"/> 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 <input type="checkbox"/> Has physical custody <input type="checkbox"/> Claims custody rights <input type="checkbox"/> Claims visitation rights Name of each child	b. Name and address of person <input type="checkbox"/> Has physical custody <input type="checkbox"/> Claims custody rights <input type="checkbox"/> Claims visitation rights Name of each child	c. Name and address of person <input type="checkbox"/> Has physical custody <input type="checkbox"/> Claims custody rights <input type="checkbox"/> Claims visitation rights Name of each child
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I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
 Date: 8/29/2016

Maria Doe _____ (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): Leslie J. Mackay 253334 San Diego Volunteer Lawyer Program 707 Broadway, Suite 1400 San Diego, CA 92101 TELEPHONE NO.: (619) 235-5656 FAX NO. (Optional): (619) 235-5668 E-MAIL ADDRESS (Optional): lmackay@sdrvlp.org ATTORNEY FOR (Name): Maria Doe	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF San Diego STREET ADDRESS: 1409 Fourth Avenue MAILING ADDRESS: 1409 Fourth Avenue CITY AND ZIP CODE: San Diego, CA 92101 BRANCH NAME: Probate	
GUARDIANSHIP OF THE <input checked="" type="checkbox"/> PERSON <input type="checkbox"/> ESTATE OF (Name): Natalie Silvia Doe	
<input checked="" type="checkbox"/> CONSENT OF PROPOSED GUARDIAN <input type="checkbox"/> NOMINATION OF GUARDIAN <input type="checkbox"/> 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: 8/29/2016

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

Continued on Attachment 4.

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address): Leslie J. Mackay 253334 San Diego Volunteer Lawyer Program 707 Broadway, Suite 1400 San Diego, CA 92101 TELEPHONE NO.: (619) 235-5656 FAX NO. (Optional): (619) 235-5668 E-MAIL ADDRESS (Optional): lmackay@sdrvlp.org ATTORNEY FOR (Name): Maria Doe	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF San Diego STREET ADDRESS: 1409 Fourth Avenue MAILING ADDRESS: 1409 Fourth Avenue CITY AND ZIP CODE: San Diego, CA 92101 BRANCH NAME: Probate	
GUARDIANSHIP OF THE <input checked="" type="checkbox"/> PERSON <input type="checkbox"/> ESTATE OF (Name): Natalie Silvia Doe	
<input checked="" type="checkbox"/> CONSENT OF PROPOSED GUARDIAN <input type="checkbox"/> NOMINATION OF GUARDIAN <input type="checkbox"/> 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: 8/29/2016

Zayda Ramirez _____
 (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	_____		_____	RELATIONSHIP TO MINOR
	(TYPE OR PRINT NAME)		(SIGNATURE)	
DATE	_____		_____	RELATIONSHIP TO MINOR
	(TYPE OR PRINT NAME)		(SIGNATURE)	
DATE	_____		_____	RELATIONSHIP TO MINOR
	(TYPE OR PRINT NAME)		(SIGNATURE)	

Continued on Attachment 4.



Doe, Maria

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, state bar number, and address): Leslie J. Mackay 253334 San Diego Volunteer Lawyer Program 707 Broadway, Suite 1400 San Diego, CA 92101 TELEPHONE NO.: (619) 235-5656 FAX NO. (Optional): (619) 235-5668 E-MAIL ADDRESS (Optional): lmackay@sdrvlp.org ATTORNEY FOR (Name): Maria Doe	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN DIEGO CENTRAL DIVISION, MADGE BRADLEY, 1409 4TH AVE., SAN DIEGO, CA 92101	
GUARDIANSHIP OF (Name): Natalie Silvia Doe	
MINOR(S)	
ORDER DIRECTING OR WAIVING INVESTIGATION	CASE NUMBER

- After review by the court of the petition for appointment of guardian on file in the above-entitled case, and it appearing to the court that:
- The proposed guardianship is for **the person only**.
 - The proposed guardianship is for **the person and estate**.
 - The proposed guardianship is for **the estate only**.

IT IS HEREBY ORDERED:

1. **The proposed guardian is a relative.** Family Court Services (FCS) shall conduct the investigation of the person and prepare the report. Petitioner must contact FCS within three days of the date of this order.
 2. **The proposed guardian is not a relative.** Health and Human Services Agency (HHSA) shall conduct the investigation and prepare the report pursuant to Prob. Code §1543. Petitioner must contact HHSA within three days of the date of this order.
 3. The Court Investigator shall conduct the investigation of the estate and prepare a report. The attorney or the proposed guardian shall provide a copy of this order to the Court Investigator.
 4. Sufficient cause having been shown, the court waives the investigation and report required by Prob. Code § 1513.
- A petition for termination of the guardianship or for modification of visitation having been filed and reviewed by the court, **IT IS ORDERED** that a follow-up investigation shall be made by:
- Family Court Services.
 - Health and Human Services Agency.

Date:

Judge of the Superior Court

CONFIDENTIAL (DO NOT ATTACH TO PETITION)

GC-212

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address): — Leslie J. Mackay 253334 San Diego Volunteer Lawyer Program 707 Broadway, Suite 1400 San Diego, CA 92101 TELEPHONE NO.: (619) 235-5656 FAX NO. (Optional): (619) 235-5668 E-MAIL ADDRESS (Optional): lmackay@sdvlp.org ATTORNEY FOR (Name): Maria Doe		FOR COURT USE ONLY	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF San Diego STREET ADDRESS: 1409 Fourth Avenue MAILING ADDRESS: 1409 Fourth Avenue CITY AND ZIP CODE: San Diego, CA 92101 BRANCH NAME: Probate		CASE NUMBER:	
GUARDIANSHIP OF (Name): Natalie Silvia Doe <p style="text-align: right;">MINOR</p>		HEARING DATE AND TIME:	
CONFIDENTIAL GUARDIAN SCREENING FORM Guardianship of <input checked="" type="checkbox"/> Person <input type="checkbox"/> Estate		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): Maria Doe
b. Date of birth: 1/1/1956
c. Social security number: 999-99-9999 d. Driver's license number: F0000000 State: CA
e. Telephone numbers: Home: 555-111-1111 Work: N/A 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.)

Page 1 of 2

CONFIDENTIAL

GC-212

GUARDIANSHIP OF (Name): Natalie Silvia Doe	CASE NUMBER:
MINOR	

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: Natalie Silvia Doe | School (name): N/A | |
| 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: 8/29/2016

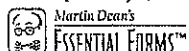
Maria Doe

(TYPE OR PRINT NAME OF PROPOSED GUARDIAN)

(SIGNATURE OF PROPOSED GUARDIAN)*

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

GC-212 [Rev. July 1, 2009]



CONFIDENTIAL GUARDIAN SCREENING FORM
(Probate-Guardianships and Conservatorships)

Doe, Maria

Page 2 of 2

SHORT TITLE: - Guardianship of Natalie Silvia Doe	CASE NUMBER:
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ATTACHMENT (Number): 8

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

On July 3, 2016 around midnight, Mother, Katie Doe, came to our home with law enforcement from the San Diego Police Department. She alleged that we had kidnapped the minor. The police did not give the minor to Mother and instead recommended that we pursue guardianship.

There was also a Child Welfare Services investigation opened against Mother when minor first came into our care in because of bruises on minor's body. To my knowledge, the investigation was closed with no action being taken.

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

Page _____ of _____
(Add pages as required)

CONFIDENTIAL (DO NOT ATTACH TO PETITION)

GC-212

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address) : — Leslie J. Mackay 253334 San Diego Volunteer Lawyer Program 707 Broadway, Suite 1400 San Diego, CA 92101 TELEPHONE NO.: (619) 235-5656 FAX NO. (Optional): (619) 235-5668 E-MAIL ADDRESS (Optional): lmackay@sdvlp.org ATTORNEY FOR (Name): Maria Doe		FOR COURT USE ONLY	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF San Diego STREET ADDRESS: 1409 Fourth Avenue MAILING ADDRESS: 1409 Fourth Avenue CITY AND ZIP CODE: San Diego, CA 92101 BRANCH NAME: Probate		CASE NUMBER:	
GUARDIANSHIP OF (Name) : Natalie Silvia Doe MINOR		HEARING DATE AND TIME:	
CONFIDENTIAL GUARDIAN SCREENING FORM Guardianship of <input checked="" type="checkbox"/> Person <input type="checkbox"/> Estate		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.

- a. Proposed guardian (name): Zayda Ramirez
b. Date of birth: 10/10/1994
c. Social security number: 222-22-2222 d. Driver's license number: None State:
e. Telephone numbers: Home: 555-111-1111 Work: Other:
- 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.)
- 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.)
- 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.)
- 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.)
- 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.)
- 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.)
- 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.)
- 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.)

Page 1 of 2

CONFIDENTIAL

GC-212

GUARDIANSHIP OF (Name): Natalie Silvia Doe	CASE NUMBER:
MINOR	

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: Natalie Silvia Doe	School (name): N/A	
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:
<input type="checkbox"/> 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: 8/29/2016

Zayda Ramirez

(TYPE OR PRINT NAME OF PROPOSED GUARDIAN)



(SIGNATURE OF PROPOSED GUARDIAN)*

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



SHORT TITLE: - Guardianship of Natalie Silvia Doe	CASE NUMBER:
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ATTACHMENT (Number): 8

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

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There was also a Child Welfare Services investigation opened against Mother when minor first came into our care in because of bruises on minor's body. To my knowledge, the investigation was closed with no action being taken.

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SUPERIOR COURT OF CALIFORNIA, COUNTY OF San Diego STREET ADDRESS: 1409 Fourth Avenue MAILING ADDRESS: 1409 Fourth Avenue CITY AND ZIP CODE: San Diego, CA 92101 BRANCH NAME: Probate	
GUARDIANSHIP OF THE <input checked="" type="checkbox"/> PERSON <input type="checkbox"/> ESTATE OF (Name): Natalie Silvia Doe 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)

DUTIES OF GUARDIAN
(Probate)

GUARDIAN OF (Name): Natalie Silvia Doe	CASE NUMBER: MINOR
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- 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)

DUTIES OF GUARDIAN
(Probate)

GUARDIAN OF (Name):
Natalie Silvia Doe

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 **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): Natalie Silvia Doe	MINOR	CASE NUMBER:
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- 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 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. Attorney 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)

DUTIES OF GUARDIAN
(Probate)

GUARDIAN OF (Name): Natalie Silvia Doe	CASE NUMBER:
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MINOR

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: 8/29/2016

Maria Doe (TYPE OR PRINT NAME)  _____ (SIGNATURE OF PETITIONER)

Date: 8/29/2016

Zayda Ramirez (TYPE OR PRINT NAME)  _____ (SIGNATURE OF PETITIONER)

Date:

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

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address): Leslie J. Mackay 253334 San Diego Volunteer Lawyer Program 707 Broadway, Suite 1400 San Diego, CA 92101 TELEPHONE NO.: (619) 235-5656 FAX NO.(Optional): (619) 235-5668 E-MAIL ADDRESS (Optional): lmackay@sdrvlp.org ATTORNEY FOR (Name): Maria Doe	FOR COURT USE ONLY
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PLAINTIFF/PETITIONER: DEFENDANT/RESPONDENT:	
DECLARATION	CASE NUMBER:

CONFIDENTIAL PURSUANT TO LOCAL RULE 4.19.2

I am the Petitioner and proposed guardian, Maria Doe. I am the minor's maternal grandmother. I have taken care of the minor since birth. I take minor to the emergency room if the minor requires medical attention. I provide clothing and food for the minor. I take minor with me wherever I go. I take the minor to the park, the zoo, and to the library. I hire a babysitter for the minor whenever I need to go to work.

The proposed co-guardian, Zayda Ramirez, is the minor's maternal Aunt. The proposed co-guardian has assisted with the care for the minor since minor's birth.

Mother, Katie Doe, has not been involved in the minor's life since 8/15/2014. Mother left our home at that time. She was homeless for some time, but is now residing temporarily with a friend. Mother is known to abuse drugs such as methamphetamine and marijuana. Mother also abuses alcohol. Mother has shown violent behavior and has hit me in the past. Mother does not provide any financial support for minor. Mother is not employed and is not actively looking for employment. Mother's current boyfriend is also affiliated with a street gang. Mother cannot ensure minor's safety. Mother will consent to the guardianship of the minor.

Father, Mark Smith, has not been in the minor's life since birth. His whereabouts are unknown.

It is necessary that we be appointed, because we need the legal authority to make medical and legal decisions on behalf of the minor and to otherwise continue to provide the minor with a safe, stable, and loving environment. We need guardianship so that minor can be vaccinated. We need guardianship so that we can obtain public benefits for the minor. We need guardianship so that we can enroll minor in Head Start. The guardianship is convenient, because the minor is accustomed to residing with us. The minor looks to us as her parents. Therefore, it is in the minor's best interest that we be appointed as the minor's legal guardians as soon as possible.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
 Date: 8/29/2016

Maria Doe _____
 (TYPE OR PRINT NAME)

 (SIGNATURE OF DECLARANT)

Attorney for Plaintiff Petitioner Defendant
 Respondent Other (Specify):