

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

ADULT GUARDIANSHIP INFORMATION

At the time of the filing of the application for guardianship of the person, or estate of an adult, you need the following:

1. A completed packet of forms, all forms must be signed in ink.
2. The original expert evaluation (from licensed professional).
3. Application Fee of \$179.00 **CASH ONLY** (includes Investigator Fee)
4. Fingerprint fee of \$22.00 per applicant. (If obtained through Court)
5. Guardian training CD \$1.00

At the time of the guardianship hearing you must bring the following.

1. Any paperwork not completed from the application packet.
2. A hearing fee of (at least) \$50.00 **CASH ONLY**.

Ohio law requires that the person (prospective ward) be visited and personally served notice of that application by the probate court investigator. The hearing will not be held unless this visit is completed at least 7 court days prior to the hearing date.

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

APPLICATION FOR APPOINTMENT OF GUARDIAN OF INCOMPETENT

[R.C.2111.03]

Initial Appointment Successor Appointment

Applicant alleges that _____ is incompetent and is in need of a guardian. Applicant further states:

Note: If the space allotted is inadequate to respond, write "See Exhibit" in the space and attach the exhibit containing the information requested.

1. TYPE OF GUARDIANSHIP FOR WHICH APPLICATION IS MADE:

- A. Non-Limited Limited Interim Emergency
- B. Person and Estate Estate Only Person Only

2. IF THE APPLICATION IS FOR A LIMITED GUARDIANSHIP:

A. The requested length of time of the guardianship is:
 Indefinite Definite from _____ 20__ to _____ 20__

B. The limited powers requested to be granted to the guardian are:

3. IF THE APPLICATION IS FOR A GUARDIANSHIP OF THE ESTATE:

A. The whole estate of the prospective ward is:	Probable Value
Personal Property	\$ _____
Real Property	_____
Annual Rents and income from every source	_____
Other	_____
	TOTAL \$ _____

B. A bond in the amount of \$ _____ is attached or will be filed.

4. A LIST OF THE NEXT OF KIN, FORM 15.0, OF THE ALLEGED INCOMPETENT IS ATTACHED.

CASE NO. _____

5. INFORMATION CONCERNING THE PROSPECTIVE GUARDIAN / APPLICANT:

A. Name and AKA _____

Home Address _____

City, State, Zip Code _____

Telephone Number: Home _____ Work _____

D.O.B. _____ Relationship to Alleged Incompetent _____

Do you currently act as any of the following for the proposed ward?

Physician Attorney Landlord Caregiver Custodian

Creditor Power of Attorney Durable Power of Attorney for Health Care

Occupation _____

Work Address _____

City, State, Zip Code _____

B. Applicant (**is/is not**) an administrator, executor, or other fiduciary of an estate wherein the prospective ward has an interest, O.R.C. 2111.09.

C. Applicant (**has/has not**) been charged with, or convicted of, a crime involving theft; physical violence; or sexual, alcohol, or substance abuse. If the Applicant has been so charged or convicted, list dates and places of the charge(s) or conviction(s), O.R.C. 2111.03(A).

Charge/Conviction	Date	Place
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. INFORMATION CONCERNING THE ALLEGED INCOMPETENT:

A. Full Name and AKA _____

Age _____ Date of Birth _____ Male _____ Female _____

Legal settlement or residence _____

City, State, Zip Code _____

in _____ County, Ohio Telephone Number _____

Length of time at that residence _____

B. If the alleged incompetent is living at an address different from the residence shown in Section 6-A above, list that address. _____

C. Name of person, other than alleged incompetent, who may be contacted at the address where the alleged incompetent is living. _____

Telephone Number _____ Best time to call _____

CASE NO. _____

D. In the event of the death or incapacity of the applicant/guardian, the Court should contact the nearest friends or relatives whose names and addresses are:

Name _____ Telephone Number _____

Address _____

City, State, Zip Code _____

Name _____ Telephone Number _____

Address _____

City, State, Zip Code _____

Name _____ Telephone Number _____

Address _____

City, State, Zip Code _____

7. FURTHER INFORMATION CONCERNING THE ALLEGED INCOMPETENT:

A. The present guardian is: (if "none" so state)

Name _____

Address _____

Are any of the following less intrusive measures in place?

- Living will
- Durable power of attorney
- Power of attorney
- Limited guardianship
- Conservatorship
- Representative payee
- Health care durable power of attorney

B. Describe the prospective ward's alleged mental and/or physical incompetency.

C. The applicant believes the proposed ward should retain the following rights, if any:

- None
- Vote
- Marry
- Contract
- Execute a will
- Obtain driver's license / drive a vehicle
- Hold or convey property
- Other: (please specify) _____

D. A Statement of Expert Evaluation, Form 17.1A, is attached.

E. Indicate names of any/all physicians and other related professionals who have treated or counseled the prospective ward within the last 2 years.

CASE NO. _____

F. To the best of your ability, list prescriptions and/or over the counter medication taken by the prospective ward. _____

G. List any problems the alleged incompetent may have in communicating.

H. List all agencies, public or private, who have knowledge of the alleged incompetent which may be of assistance in determining the need for the guardianship. Indicate the contact person at the agencies. _____

I. If applicant is considering protective placement, complete the following:

a. The proposed ward suffers from the following disabilities:

- | | |
|---|---|
| <input type="checkbox"/> Infirmities of aging | <input type="checkbox"/> Chronic mental illness |
| <input type="checkbox"/> Developmentally disabled | <input type="checkbox"/> Substance Abuse |

b. The proposed ward has a primary need for residential care and custody because:

c. The proposed ward is totally incapable of providing for her/his own care or custody so as to create a substantial risk of serious harm to herself/himself for others.

1. The anticipated least restrictive placement for the proposed ward is:

2. An unlocked unit A locked unit is most appropriate.

I hereby apply to the court to be appointed guardian of the above alleged incompetent person and certify that all the information and statements with this application and attached documents are correct to the best of my knowledge and belief.

Signature

Attorney for Applicant and registration number

Address

City, State, Zip Code

()

Telephone

Signature

Applicant

Address

City, State, Zip Code

()

Telephone

**PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN**

ESTATE OF _____
GUARDIANSHIP OF _____ INCOMPETENT
TRUST OF _____, DECEASED

CASE NO. _____

ENTRY SETTING HEARING

The Court orders that a hearing be set on the ____ day of _____, 20____ at
_____ o'clock _____ m. to consider: _____

as filed on the ____ day of _____, 20 ____ . The hearing will be held in Probate Court,
Franklin County Courthouse, 373 South High Street, 22nd Floor, Columbus, Ohio 43215-6311.

The Court orders the person requesting this hearing to serve notice as required and file the proof of service.

Judge Eric Brown

Hearing requested by:

Attorney

Applicant

Attorney Registration No.

Address

City, State, Zip Code
()

Telephone

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

**SPOUSE, CHILDREN AND
 NEXT OF KIN OF PROPOSED WARD**
 [R.C. 2111.04]

The following are proposed ward's spouse, children, and the lineal descendants of deceased children. If none, the following are proposed ward's next of kin who would be entitled to inherit under the statutes of descent and distribution.

(NOTE: List the name and address of the minor next of kin's parent, guardian or custodian on the name and address lines following the minor next of kin's address.)

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

_____ Date

_____ Applicant

**PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN**

IN THE MATTER OF GUARDIANSHIP OF _____

CASE NO. _____

WAIVER OF NOTICE

We, the undersigned, do each of us hereby waive the issuing and service of notice, voluntarily enter our appearance herein and consent to the appointment of _____ as guardian of the above named person.

**FOR GUARDIANSHIP OF MINOR
SIGN WAIVER OF NOTICE BEFORE A NOTARY PUBLIC/DEPUTY CLERK**

Sworn to/acknowledged before me this _____ day of _____, 20_____.

Notary Public

Expiration Date

**PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN**

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

GUARDIAN — FIDUCIARY'S ACCEPTANCE

[R.C. 2111.13, 2111.14, & 2111.15]

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

AS GUARDIAN OF THE PERSON AND/OR ESTATE, I WILL:

1. Preserve any and all Wills of the ward and deposit them with the Court for safekeeping.
2. Prepare and file a guardian's report annually, or as directed by the Court when the ward is an adult.
3. Allow my name, address, and telephone number to appear in the Court's docket and be accessible through the Court's website.
4. **Immediately notify Probate Court in writing if I change my address or the ward's address.**

AS GUARDIAN OF THE PERSON, I WILL:

1. Protect and control the person of my ward, and make all decisions on behalf of the ward based upon the ward's best interest.
2. Provide suitable maintenance for my ward when necessary.
3. Provide such maintenance and education for my ward as the amount of the estate justifies if the ward is a minor and has no father or mother, or has a father or mother who fails to provide maintenance or education.
4. Obey all orders and judgments of the Court touching the guardianship.
5. Authorize or approve medical, health, or other professional care, counsel, treatment, or service.
6. Obtain the written approval of the Court before executing a caretaker power of attorney authorized by R.C.3109.52.

AS GUARDIAN OF THE ESTATE, I WILL:

1. Prepare and file an inventory of the real and personal estate of the ward within 3 months after my appointment. Deposit funds which come into my hands in a lawful depository located within this state. **Guardianship checking accounts must provide canceled checks, as these canceled checks must be displayed when filing accounts.**
3. Invest surplus funds in a lawful manner.
4. Prepare and file an account annually.
5. File a final account within 30 days after the guardianship is terminated.
6. Inventory any safe deposit box of the ward.
7. Expend funds only upon written approval of the Court.

The duties of a fiduciary shall be those required by law, and such additional duties as the Court orders. Letters of appointment shall not issue until a fiduciary has executed a written acceptance of his/her duties, acknowledging that he/she is subject to removal for failure to perform his/her duties, and that he/she is subject to possible penalties for conversion of property he/she holds as a fiduciary. The written acceptance may be filed with the application for appointment.

Date

Fiduciary

PROBATE COURT OF FRANKLIN COUNTY, OHIO JUDGE ERIC BROWN

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

STATEMENT OF ADDITIONAL INFORMATION

Now comes the applicant for the appointment of guardian of the person and/or estate of the above captioned person, and answers the following questions with respect to the prospective ward.

1. Is the ward eligible for or receiving any of the following benefits, and if so, where are they or their source located?

TYPE	NAME	AMOUNT PER MONTH
Social Security		\$ _____
P.E.R.S.		_____
Veterans Admin.		_____
R.R. Retirement		_____
Employee's Pension _____		_____
Insurance Benefits _____		_____
A.D.C.		_____
Other _____		_____

2. Does the prospective ward have an interest in an estate or trust? If so, give the decedent's name, Court case number, name and location of Court, or trustee, etc. _____

3. Does the prospective ward have an expectancy from any minor's settlement? If so, give the defendant's name or his insurer's name, and the amount expected.

4. Cash? Yes No Amount: _____

5. Bank, Savings and Loan, Brokerage and other financial accounts describe below:

INSTITUTION	ADDRESS	ACCOUNT	CURRENT BALANCE
_____	_____	_____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CASE NO. _____

6. Securities? Yes No [if yes, describe below.]

ISSUER:

CURRENT VALUE

\$

_____	_____
_____	_____
_____	_____

7. Land installment contracts? Yes No [if yes, describe below.]

AMT. PER MO.

VENDEE & ADDRESS

PROPERTY LOCATION

AND BALANCE

_____	_____	_____/____
_____	_____	_____/____

8. Rental from real estate? Yes No [if yes, describe below.]

ADDRESS OF REAL ESTATE

AMT. PER MO.

_____	_____
_____	_____

9. Interest in real estate? Yes No [if yes, describe below.]

ADDRESS OF REAL ESTATE

10. Income from any other source? Yes No [if yes, describe below.]

11. Other assets? Yes No [if yes, describe below.]

Applicant

PROBATE COURT OF FRANKLIN COUNTY, OHIO

JUDGE ERIC BROWN

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

GUARDIAN'S CREDIBILITY APPLICATION

Name of Alleged Incompetent _____

Name of Applicant to be Appointed Guardian _____ Date of Birth _____

Applicant's Current Address _____
_____ From _____

5 YRS.
ONLY

Previous Address _____
_____ From/To _____

Previous Address _____
_____ From/To _____

Spouse's Name _____ Years Married _____
Address _____

Applicant's Employer _____ From _____

5 YRS.
ONLY

Previous Employer _____ From/To _____

Previous Employer _____ From/To _____

Name of Applicant's Bank Checking
 Savings
 Safe Deposit Box

Name of Applicant's Bank Checking
 Savings
 Safe Deposit Box

Has Applicant Ever Filed Bankruptcy?..... Yes No

Has Applicant Ever Been Garnisheed?..... Yes No

Has Applicant Ever Been in Receivership?..... Yes No

Has Applicant Ever Been Convicted of a Felony?..... Yes No

Has Applicant Had Experience in Handling Investments in Marketable Securities?..... Yes No

Describe that Experience _____

This statement is made in support of my application to be appointed Guardian in the above styled matter and the undersigned says that the facts stated in the foregoing applications are true.

Signature of Applicant

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

CHANGE OF ADDRESS INFORMATION FOR GUARDIANSHIPS

LOCAL COURT RULE REQUIRES:

You must keep this Court informed as to any **change of address** for yourself or for your **ward**. Failure to do so could result in you being **removed** as guardian.

IT IS YOUR RESPONSIBILITY AND DUTY AS GUARDIAN to inform this Court if your ward moves from the address shown on your Application.

You may use **Form G-17.0H - Change of Address** to report to the Court any change of address. You **must** notify this Court as to any change of address for either yourself or your ward within ten (10) days of the address change.

READ AND AGREED TO:

Date

Guardian

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN

ADOPTION OF
GUARDIANSHIP OF _____

CASE NO. _____

WEBCHECK WAIVER

I hereby certify that I have given the Franklin County Probate Court permission to obtain all criminal history information pertaining to me in the files of the Ohio Bureau of Criminal Identification and Investigation (BCI&I).

By placing my fingerprint images on the WEBCHECK Scanner, I am authorizing BCI&I to release criminal history information about me to the person(s)/agencies identified in this request for a period of one year from the date of this transaction.

I hereby release BCI&I and any and all individuals identified in this request from all liability in connection with the dissemination of such criminal history information.

Further, I understand that my criminal history information received from BCI&I will be filed in the Court's record and such record may be public.

Applicant's Signature

Date

Print Name

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

STATEMENT OF EXPERT EVALUATION

[Sup. R. 66 & R.C. 2111.49]

Definition of incompetent [O.R.C.2111.01 (D)]: "Incompetent" means any person who is so mentally impaired as a result of a mental or physical illness or disability, or mental retardation, or as a result of chronic substance abuse, that the person is incapable of taking proper care of the person's self or property or fails to provide for the person's family or other persons for whom the person is charged by law to provide, or any person confined to a correctional institution within this State."

The Statement of Evaluation does not declare the individual competent or incompetent, but is evidence to be considered by the Court.

The fee for completing this evaluation WILL NOT be paid by the Probate Court. Each evaluator should secure payment from the Applicant/Guardian.

1. This Statement of Expert Evaluation is to be filed with or attached to:

A. Guardianship Application: Completed by Licensed Physician Licensed Clinical Psychologist prior to the filing and attached to the application.

B. Guardian's Report: To be completed by Licensed Physician Licensed Clinical Psychologist Licensed Independent Social Worker Licensed Professional Clinical Counselor or Mental Retardation Team

The evaluation or examination shall be completed within three months prior of the date of the Report. O.R.C.2111.49.

C. Application for Emergency Guardian: of the person; a Licensed Physician shall complete the Supplement For Emergency Guardian, Form 17.1B, with specificity indicating the emergency, and why immediate action is required to prevent significant injury to the person. The Supplement shall be signed, dated, and attached as part of this Statement.

2. Statement completed by:

Name & Title/Profession: _____

Business Address: _____

Business Telephone Number: _____

3. Date(s) of evaluation: _____

Place(s) of evaluation: _____

Amount of time spent on evaluation: _____

Length of time individual has been your patient: _____

4. Is the individual presently under medication? Yes No If yes, what is the medication, dosage, and purpose?

Are there any signs of physical and/or mental impairments caused by the medications themselves?

5. Is the subject mentally impaired? Yes No If yes, indicate the diagnosis below:

Mental Retardation/Developmental Disabilities:

Profound

Severe

Moderate

Mild

Mental Illness: Type and Severity

Substance Abuse: Description _____

Dementia: Description _____

Other: Description _____

Please provide additional comments and test scores if available. (Continue comments on page 4):

6. During the examination did you notice an impairment of the individual's:

- a) Orientation Yes No Unknown
- b) Speech Yes No Unknown
- c) Motor Behavior Yes No Unknown
- d) Thought Process Yes No Unknown
- e) Affect Yes No Unknown
- f) Memory Yes No Unknown
- g) Concentration and comprehension Yes No Unknown
- h) Judgment Yes No Unknown

7. Please describe any impairments identified in question six. (Continue comments on page 4)

8. Is the subject physically impaired? Yes No If yes, description:

9. Are there any special characteristics of the individual which should be considered in evaluating the individual for guardianship? Yes No If yes, explain:

10. Are there any indications of abuse, neglect or exploitation of the individual? Yes No
If yes, explain: _____

11. Do you believe this individual is capable of managing the individual's activities of daily living or making decisions concerning medical treatments, living arrangements and diet?
 Yes No
If no, explain: _____
12. Do you believe this individual is capable of managing the individual's finances and property?
 Yes No If no, explain:

13. Prognosis:
A. Is the condition stabilized? Yes No
B. Is the condition reversible? Yes No
14. In my opinion a guardianship should be:
 Established/Continued
 Denied/Terminated

I certify that I have evaluated the individual on _____, 20_____.

Date: _____

Signature of Evaluator

GUARDIAN'S REPORT ADDENDUM

(Not to be used with initial Application)

It is my opinion, based upon a reasonable degree of medical or psychological certainty, that the mental capacity of this ward will not improve.

Date: _____

Signature - Licensed Physician/Clinical Psychologist

**PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN**

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

ATTENTION ADULT GUARDIANSHIP APPLICANTS

If you are asking to be appointed guardian for an adult, Ohio law requires that the person (Prospective Ward) be visited and personally served notice of that application by the Probate Court Investigator.

Service Information: **[Please do not answer "Unknown"]**

At the time of the filing of the Application for Guardianship, the proposed ward is physically at the following address:

_____ Telephone No: _____

Does the proposed ward leave this above location on a regular basis (day care, etc.) during the day? If yes, explain:

The applicant is responsible for providing the name and phone number of someone who can be contacted by the Court Investigator during regular business hours (8:00 a.m. to 5:00 p.m.).

Contact Person's Name: _____ Telephone No: _____

Caution: The hearing will not be held unless this visit is completed at least 7 Court days prior to the hearing date unless a motion to expedite is granted by the court. If there is any change in the location of the proposed ward from the time the application is filed to the hearing date, please notify the Court Investigator at (614) 462-6109 or (614) 462-6296.

Attorney/Applicant

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN

ESTATE OF _____ INCOMPETENT
 GUARDIANSHIP OF _____ , DECEASED
 TRUST OF _____ , DECEASED
 CASE NO. _____

FIDUCIARY'S BOND

Amount of:

- Bond \$ _____
- Additional Bond \$ _____

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

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

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

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

Date	Principal
Surety	Surety
by	by
Attorney in Fact	Attorney in Fact
Typed or Printed Name	Typed or Printed Name
Address	Address
City State Zip	City State Zip

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

NON-PUBLIC RECORD SOCIAL SECURITY INFORMATION

INFORMATION CONCERNING THE ALLEGED INCOMPETENT OR MINOR:

Social Security Number _____

INFORMATION CONCERNING THE PROSPECTIVE GUARDIAN/APPLICANT:

Name _____

Social Security Number _____

Submitted by:

Applicant's Signature

Applicant's Printed or Typed Name

THIS FORM WILL NOT BE KEPT IN THE COURT'S PUBLIC RECORDS

**PROBATE COURT OF FRANKLIN COUNTY, OHIO
JUDGE ERIC BROWN**

IN THE MATTER OF THE GUARDIANSHIP OF _____

CASE NO. _____

INFORMATION ON CUSTODIAL ACCOUNT FUNDS

When a Guardianship of an Estate or of a Person and Estate is being filed and the funds are to be placed into a Custodial Account the following information MUST be available at the time of the hearing:

- | | |
|---|---|
| If funds are from: | Bring or supply copy: |
| 1. An Insurance Company: | Name of Company, Policy Number,
Name of Insured |
| 2. An Estate: | Decedent's Name, Court Case Number
County, State |
| 3. The Ohio Court of Claims, Victims of Crime: | Victim's Name |
| 4. Existing accounts to be placed into Custodial: . | Original certificate and/or passbooks. |

NOTE: CUSTODIAL PAPERS OR SURETY BOND MUST BE FILED BEFORE LETTERS OF GUARDIANSHIP WILL BE ISSUED.

NOTE: If possible the Guardian's Inventory should be filed at this time.